

**Government of India  
Ministry of Railways  
(Railway Board)**

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**Office Order No. 17 of 2020**

**Sub.: Exemption from marking of attendance through Biometric System**

In view of the rapid spread of COVID-2019 (Corona Virus) in New Delhi and other cities in India, it has been decided to exempt employees from marking of attendance through biometric attendance system in Board's Office till 31<sup>st</sup> March, 2020.

2. In view of above, during the exemption period of biometric attendance system in Board's Office, all employees are required to mark their attendance in Attendance Register (as done prior to launch of biometric system) on Excel-sheets to be generated by Branches as per the format attached.
3. This issues with the approval of Competent Authority.

No. 2016/O&M/9/1  
Date: 06.03.2020

  
(Manoj Kumar)  
Director (GA)  
Railway Board

Copy to:-

All the Officers/branches working in Board's Office, Metro Station Building, Pragati Maidan and at Dayabasti, New Delhi.

