

**CSIR-National Institute of Science Communication and Policy Research
Dr. K.S. Krishnan Marg, Pusa Gate New Delhi-110012**

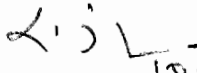
No. AO/NIScPR/2021

Dated : 10/11/2021

OFFICE MEMORANDUM

Director, CSIR-NIScPR visited the premises and many work places at 10 A.M. onwards on 10/11/2021. A substantial members of our permanent and contractual staff were not found present in the office. Director has taken a serious view of the matter. All staff members are requested to be punctual and complete the required working hours of attendance on a regular basis.

All Divisional/ Sectional Heads are directed to monitor the punctuality and work of all outsourced persons. It is their duty to report any dereliction of duty by this category of workers to the Competent Authority.


(R.K.S. Roushan)
10.11.2021
Administrative Officer-I

Copy to-

- 1- PPS to Director, CSIR-NIScPR
- 2- All Hods
- 3- All Sectional Heads
- 4- All Staff members
- 5- IT Division—Please upload on NISTADS/NISCAIR website.
- 6- All Notice Boards
- 7- Office copy