



**Central Pollution Control Board**  
(Ministry of Environment, Forest & Climate Change, Govt. of India)  
Parivesh Bhawan, East Arjun Nagar,  
Delhi – 110032.

F.No.C-35011/01/Circular/2010/ Admn.(P)/ the 20<sup>th</sup> November , 2020

917

**CIRCULAR**

Sub.: - Restart of Biometric Attendance System-reg.

To maintain punctuality in the office, it has been decided that all officials of CPCB will mark their attendance through Biometric System (face reading) with effect from **23.11.2020** (9:30AM to 6:00PM). Earlier circular of even number dated 13.03.2020 is hereby withdrawn.

Further, in case, Biometric System unable to recognize face impression of any employee, he may mark his attendance in the register available at security counter.

All Regional Directors are hereby directed to keep the attendance register in their custody and direct the subordinates working under him to mark the attendance in the register including the Divisional Heads, till further order. In case of non-availability of attendance register, a normal register may be kept for the purpose

This is for information of all the employees of CPCB.

(Sunil Kumar Anand)  
Administrative Officer (P)

Distribution:

1. All Divisional Heads
2. All RDs
3. D.H. I.T. Division : with a request to upload it on the CPCB website.
4. Notice Boards
5. Office Order File

Copy to:

PA to CCB