

Prasar Bharati
(India's Public Service Broadcaster)
Prasar Bharati Secretariat
Prasar Bharat House : Copernicus Marg,
Mandi House : New Delhi : 110 001.

No. D-13021/2/2020-21/GA-1/

Dated 03.07.2020

OFFICE ORDER

Subject:- Precautionary measures in Prasar Bharati other than exemption in Bio-metric attendance(AEBAS)- regarding.

Reference to this office OM No. D-13036/1/2019-20/GA-I dated 11.03.2020(copy enclosed) on the above cited subject. It is mentioned that, an inspection was conducted in the PB Sectt. for assessing the attendance being marked by officials in physical attendance register in the individual sections of PB Sectt, as well as at the register kept/placed at the reception office of PB Sectt. It has been observed that many of the officials are not marking their attendance in physical register as per OM dated 06.03.2020 vide file No. 13023/15/2016(copy enclosed).

2. All regular/contractual staff will perform their duty as per duty of roaster issued by respective divisions/sections. It is again emphasized that, duty of roaster must be sent /submitted by all Divisions / Sections of PBS to Admin,GA-1,PBS (whether working from office or from home as the case may be)


3. For the smooth functioning of office, it has been decided, that all Outsource manpower(DEO,MTS etc) will mark their attendance in the register at Admin(GA-1 section) as per the duty of roasters to be issued by Admin, GA-1 Wing. Thereafter, Outsource manpower (DEO, MTS etc) will be deputed to various Division/Sections as per the functional requirement of the Sectt. offices.

Contt.. -2-

4. It is informed that all regular/contractual/oursourced staff will follow the duty of roaster, else he/she will be treated as absent.

This issues with the approval of competent authority.

Encl : As above


(Rajesh Kumar Vashishtha)
Director(Admin)

To,

1. ADGs (Admin.)/ (HR)/ (IT &PP)/(B&A)/ (Fin.)/ (Tech.) PBS
2. ADG (Economic Research),ADG(IR/ Marketing), ADG(Procurement), ADG(Content Operations) Prasar Bharati/CVO,PB.
3. Sales Head, PBS
4. PBNS Head, PBS
5. DDGs (Admin.) / (Fin.)/(Tech.)/ (Tech.& Coordination)/ (Ops.)/ (LM&HR-C), PBS
6. DDG (T) for circulation in E-office/PB web site
7. Dir(GA-1)/DD(GA-2) for further necessary action.
AE (GA-I)/ AE (GA-II), PBS

Copy for information to:

1. PS to Chairman, PB
2. Staff Officer to CEO, PB
3. PS to Member (F), PB
4. PS to E-in-C (SI & CS),

Prasar Bharati
(India's Public Service Broadcaster)
Prasar Bharati Secretariat
Prasar Bharati House : Copernicus Marg,
Mandi House : New Delhi : 110 001

No. D-13023/15/2016-GA-I

Dated: 06.03.2020

Office Memorandum

Sub: Exemption to employees to mark bio metric attendance in Aadhar Enabled Biometric Attendance System (AEBAS)- reg.

Ref: DOPT OM No. C-13014/1/2020-Vig. Dated 06.03.2020

In pursuance of above referred DOPT, OM dated 06.03.2020, it has been decided that as a precautionary measure all the employees of AIR & Doordarshan in the network are exempted for marking of biometric attendance in Aadhar Enabled Biometric Attendance System(AEBAS) till 31.03.2020.

2. During this period, all the staff (Regular/Contractual/Out sourced etc.) shall mark their attendance in physical attendance register.

3. This issues with the approval of Competent authority.

21) ET-105
(Rajesh Chandra)
Director (GA-I) 06/03

To,

1. DG : AIR, DG : DDn, Principal DG : NSD : AIR, DG:DD News.
2. All Zonal Heads (NZ,SZ, WZ,EZ, NEZ), (Engineering & Programme) / CE, CCW / All Station Heads / HOO, AIR & Doordarshan
3. ADG(NABM), ADG(Sports) & ADG(Commerical) Prasar Bharati
4. CVO, Prasar Bharati
5. DDG(T) for circulation in e-office.

Copy to :

1. Staff Officer to CEO, PB
2. PS to Member(F), PB
3. PS to E-in-C(Broadcast Operations), PB
4. PS to E-in-C(SI&CS), PB
5. All ADGs/DDGs, PBS
6. All Director/Dy. Director/AD, PBS
7. AE(GA-I)/AE(GA-II)/ Pex, PBS
8. Notice Board, PBS

**PRASAR BHARATI
(INDIA'S PUBLIC SERVICE BROADCASTER)
PRASAR BHARATI SECRETARIAT
PRASAR BHARATI HOUSE
COPERNICUS MARG, NEW DELHI**

No. D-13036/1/2019-20/GA-I

Dated the 11th March, 2020Office Memorandum

Subject :- - Precautionary measures in Prasar Bharati other than exemption in bio-metric attendance (AEBAS) - regarding

Ref : Prasar Bharati OM No. D-13023/15/2016/GA-I dated 06.03.2020

In continuation of above referred Prasar Bharati Secretariat OM dated 06.03.2020 regarding exemption to employees to mark bio-metric attendance in Aadhar Enabled Biometric Attendance System (AEBAS) till 31st March, 2020, it has been further decided as a precautionary measure to comply the following instructions by all the Officers and staff of AIR and Doordarshan in the entire Network :-

1. Officers and staff are required to avoid official tours, Air Travel and Train Journey. However, they may hold their meetings etc. as per functional requirements of office through video conferencing/teleconferencing as the case may be.
2. The physical creation/movement of files in office may be avoided except the legal/Court cases, Disciplinary action cases, Major Policy matters etc.
3. The work through E-Office is required to be maximized to avoid physical files.

This issues with the approval of competent authority.

(Rajesh Chandra)
Director (GA-I)

To

1. DG : AIR, DG:DDn, Principal DG, NSD : AIR, DG:DD News
2. All Zonal Heads ((NZ, SZ, WZ, EZ, NEZ), (Engineering & Programme)/CE, CCW/All Station Heads/HOO, AIR & Doordarshan
3. ADG (NABM), ADG (Sports) & ADG (B&R) Prasar Bharati
4. Head PBNS/Head Sales, PB
5. CVO, Prasar Bharati
6. DDG (T) for circulation in e-office

Copy to :-

1. Staff Officer to CEO, PB
2. PS to Member (F), PB
3. PS to E-in-C (Broadcast Operations), PB

4. PS to E-in-C (SI&CS), PB
5. PS to ADGs (Admn.)/(HR)/(IT)/(B&R)/(Fin.)/(Tech.)
6. PS to DDGs (Admn.)/(Fin.)/(Tech.)/(Tech & Coordination)/ (Ops.)/(LM&HRC), PBS
7. All Director/Dy. Director/AD, PBS
8. AE (GA-I)/AE (GA-II)/PEX, PBS
9. Notice Board, PBS