

304(S), Sewa Bhawan,
R.K. Puram, New Delhi

Date 12th January 2011

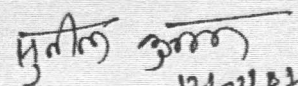
Office Memorandum

Sub: **Shortfall due to time taken in marking attendance in Biometric Based Attendance Monitoring System (BBAMS).**

Vide para (5) of "Rules for Implementation of Biometric Based Attendance Monitoring System (BBAMS) at Central Water Commission (HQ) and Pay & Accounts Office, CWC" circulated vide O.M. No. 9/11/2010-WPC/1651-1707 dated 16th December 2010, it was stipulated that time recorded between 9:30 and 9:40 in the morning would not be counted towards the shortfall as this is given for marking attendance in Biometric system. However, no such provision existed while marking attendance at the time of departure in the evening.

In this regard, Competent authority has now decided the following :

1. Time recorded at the time of departure on a day between 05:50 PM and 06:00 PM would be counted for marking attendance in Biometric system and would not be counted as shortfall.
2. In case of some unforeseen traffic conditions, late coming up to 10:30 AM once in a week could be permitted subject to the condition that 40 working hours in the same five day week and working hours reduced on pro rata basis in shortened weeks due to holidays / leaves availed is maintained.


12/01/11

(Sunil Kumar)

Dy. Director (WPC)

To

1. PSO to Chairman, CWC
2. PPS to Member (D&R / RM / WP&P)
3. Chief Engineer (BPMO / CMO / DES(NW&S) / DES (E&NE) / DES (N&W) / DSO / EMO / FMO / HSO / HRM / NBP / IMO / PMO / PAO / PO&MIO / PPO / P&D), ADVISOR (ISO / STAT).
4. Director (Coordination) [D&R/WP&P/RM].
5. Director (R&D Division), MoWR.
6. Director, SM Dte. for uploading on the web site of CWC.
7. Assistant Controller of Accounts, CWC
8. Director (TC / Trg / Admn. / Estt-I / Estt-II)
9. Deputy Director, Library, CWC.
10. Accounts Officer, CWC.

11. Director (PCP) in respect of work charged / Temporary staff of CWC
12. Director, (RDC) in respect of officials under his directorate.
13. Deputy Director, Data Centre, CWC, CSMRS building, New Delhi
14. Under Secretary (E-I / E-II / E-III / E-IV / E-V / E-VI / E-VII / E-VIII / E-IX / E-X / E-XI / E-XII / E-XIII / CMV / O&M / Hindi section / R&I section / APAR).
15. PS to Chairman, CWC
16. PS to Member (D&R / RM / WP&P)
17. PS to Chief Engineer (HRM)
18. PS to Secretary, CWC
19. DDO-I / DDO - II
20. G.M., CWC Canteens.
21. Guard file.