

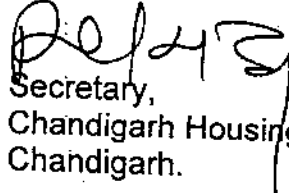
No. 103

Dated 15-06-2022

CIRCULAR

It has been observed that some of the officers/officials of the Chandigarh Housing Board are not maintaining punctuality in attending the office. In spite of installing the biometric attendance system-installed in office premises for marking attendance some of the employees are habitual of coming late in the morning after 09:30 A.M.

It is, therefore, requested that all the officers/officials in your administrative control observe punctuality in attending the office in the morning sharp at 09:30 A.M.


Secretary,
Chandigarh Housing Board,
Chandigarh.

Endst. No. HB(S)/EA-III/2022/ 902


Dated: 15-06-2022

A copy is forwarded to the following for information: -

1. The Chief Engineer, Chandigarh Housing Board, Chandigarh;
2. The Superintending Engineer I/II, CHB;
3. The Chief Accounts Officer, CHB;
4. The Enforcement Officer/EE-HQ/I/II/III/IV/V/VI (PH. Divn.)/VII/ VIII/
Architect, CHB;
5. AO-I/II/III/IV/Colony/ Reception/ PMAY, SO-I/II, SLO, CLO, Records
Room Manager, Computer Section, CHB
6. Notice Board;
7. P.A. to Chairman/Secy/C.E.O, CHB for kind information of officers;
8. Office order file.

CT/CHB/ 1837
Dated 16/06/2022

by
16/6


Administrative Officer,
Chandigarh Housing Board,
Chandigarh