



भारत सरकार Government of India  
रेल मंत्रालय Ministry of Railways  
रेलवे बोर्ड (Railway Board)



**Office Order No.19 of 2022**

**Sub : Preventive measures to contain the spread of Covid-19- Resumption of Biometric Attendance System in Board's Office.**

- Ref. : i) Office Order No.71 of 2021  
ii) Office Order No.06 of 2022  
iii) Office Order No.12 of 2022

Attention is invited to para 2 of Office Order No. 12 of 2022 regarding exemption from marking of attendance through AEBAS upto 15<sup>th</sup> February, 2022 or till further orders whichever is earlier. As no such extension of exemption for recording of attendance through Biometric System has been issued by DOP&T it has been decided all officials are to henceforth record their attendance on the Aadhar Enabled Biometric Attendance System (AEBAS) w.e.f. 21.02.2022. While recording attendance :-

- (a) All employees are to invariably sanitize their hands before and after marking of attendance;
- (b) Physical distancing of six feet is to be maintained by all employees;
- (c) All employees are to wear mask/face cover.

3. Strict Compliance of above instructions is solicited from all officers/staff along with adherence to COVID appropriate behavior at all times as issued from time to time in the past by MHA, MOH&FW and DOP&T.

No.2021/O&M/9/1  
New Delhi. Dated : 18.02.2022

  
(B Majumdar)  
Joint Secretary/Railway Board

All officers and Branches in Board's Office and at Daya Basti, New Delhi.

Copy to : ED/C&IS and JDME(C&IS) for making necessary arrangement in this regard.

Copy for information to :

Adv/MR, OSD/MR, OSD/Co-ord/MR, AddLPS/MR

Room No. 533-C, Rail Bhawan, Raisina Road, New Delhi-110001