

No.Z-14011/01/2016-E&A
Food Safety and Standards Authority of India
(A Statutory Authority established under the Food Safety & Standards Act, 2006)
Human Resource Division
FDA Bhavan, Kotla Road, New Delhi-110 002

Dated 8th June, 2020

Office Memorandum

Subject: Preventive measure to be taken to contain the spread of Novel Coronavirus- Attendance reg.

In partial modification to the Office Memorandum No.Z-14011/01/2016-E&A/418 dated 20.05.2020, it has been decided that all officer at the level of Assistant Director and above shall attend office on all working days. Further, roster I & II shall remain operational for other level officers/Staff issued vide O.M dated 20.05.2020.

2. Other content of O.M. dated 20.05.2020 shall remain unchanged.


(Praful Ranjan)
Deputy Director

To

1. All Officers/staff, FSSAI HQ- for compliance
2. All EDs/ Advisors- it is requested to kindly circulate this OM to the staff working under them.
3. Director, Regional Offices/ NF Laboratories- with a request to kindly issue similar orders. Attendance position may be intimated daily through email.
4. **CITO**- with a request to please circulate this OM by email/SMS to all the officers and upload the same on the website.
5. **Assistant Director (GA)**- for further necessary action please.

Copy to:

PS to Chairperson, FSSAI
PS to CEO, FSSAI