

No. E-Coop/81/85/Pl.II
GOVERNMENT OF MANIPUR
OFFICE OF THE REGISTRAR OF COOPERATIVE SOCIETIES: MANIPUR

Imphal, the 20st April, 2020

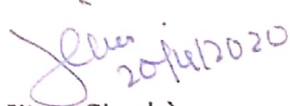
To

1. The Joint Registrar (Audit) Cooperative Societies
2. All District Cooperative Officer,
3. All Zonal ARCS

Subject:- Attendance of staffs

Sir/Madam,

Please find enclosed herewith O.M. No. 15/02/2020-GAD dated 20/04/2020 on the above subject, you are directed to immediately work out the manpower deployment in respect of your office to ensure strict and immediate compliance of the said O.M.


(O.Jiten Singh)

Deputy Registrar (Admn)
Cooperative Societies, Manipur

Copy to:

1. PS to the Commissioner (Cooperation), Govt. of Manipur
2. The Registrar of Cooperative Societies, Manipur
3. The Inspector (IT) for uploading in the Department's website
4. All concerned
5. Notice Board

GOVERNMENT OF MANIPUR
SECRETARIAT: GENERAL ADMINISTRATION DEPARTMENT

OFFICE MEMORANDUM

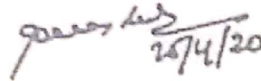
Imphal, the 20th April, 2020

No. 15/02/2020-GAD: In pursuance of the decision of the State Cabinet on relaxation of activities from lockdown measures, taken today in its meeting wherein it was decided that all Administrative Secretaries are to ensure attendance of Group-A Officers and maximum 33% of other categories with effect from 21st April, 2020, it is hereby informed to all the Administrative Secretaries and Officers upto the rank of Under Secretaries working in the Manipur Secretariat to ensure their attendance with effect from 21st April, 2020 without fail.

2. Further, all Administrative Secretaries and Controlling Officers / Authorities are hereby informed to issue a rotation *Notice for maximum 33% attendance* of all General Administration Department employees posted in their respective Administrative Departments / Sections for staff from the rank of Section Officers and below with effect from 21st April, 2020 without fail while the remaining staff shall be available on call in case of any requirement and endorse a copy of the Notice to the undersigned for further necessary action.

3. For the staff of GAD (Estt., Accounts, Welfare, Store & Library), appropriate orders are being issued separately, in compliance with the requirement for ensuring maximum 33% attendance of the staff from the rank of Section Officers and subordinate categories effective 21-04-2020 onwards.

4. This order shall also apply to all Directorates and their subordinate offices all over the State.


26/4/20

(Dr. J. Suresh Babu)
Chief Secretary,
Government of Manipur.

Copy to :

1. Secretary to Chief Minister, Manipur.
2. PPS to Dy. Chief Minister, Manipur.
3. All PPS/PS to Ministers, Manipur.
4. Staff Officer to Chief Secretary, Government of Manipur.
5. PS to all Additional Chief Secretaries / Principal Secretaries / Commissioners / Secretaries, Government of Manipur.
6. All Special Secretaries / Additional Secretaries / Joint Secretaries / Deputy Secretaries / Under Secretaries, Government of Manipur.
7. All Section Officers, Manipur Secretariat are instructed to maintain "Attendance Register".
8. Guard file/Notice Board.