



GOVERNMENT OF GOA
GENERAL ADMINISTRATION DEPARTMENT
SECRETARIAT, PORVORIM, GOA- 403 521.

role

No. 45/3/2017-GAD-III/Cir(Part) 2499.

Dated:- 27/02/2020 (8, Phalguna, 1941)

Read: Circular No 45/3/2019-GAD-III/Cir (Part)/2397 dtd.05/02/2020


CIRCULAR

A reference is invited to this department's Circular dated 5/02/2020 read in preamble wherein all the personal staff appointed on co-terminus basis in the O/o the Chief Minister/Dy. C.M. and Cabinet Minister were required to furnish the following details /documents to GAD section IV, and get themselves registered under the AEBAS and subsequently punch their thumb on the AEBAS machines on every working day before entering and leaving the office w.e.f 01/03/2020, by adhering to the office timings :-

- 1) Copy of Adhaar Card
- 2) Mobile No
- 3) One photograph
- 4) Date of Birth

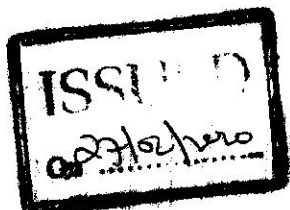
However, many of the co-terminus staff have not yet submitted the above mentioned documents and not registered themselves.

It is, therefore, enjoined upon all co-terminus staff appointed in the Office of the Hon'ble Chief Minister/Deputy Chief Minister/ Ministers, and who have still not submitted their documents, to submit the same latest by the 06/03/2020.


(Shripad Arlekar)
Under Secretary (GA-I)

Copy to:-

1. The O/o Hon'ble Chief Minister/Deputy Chief Ministers/ Cabinet Ministers, with a request to circulate among the personal staff.
2. Guard file.
3. O/c.



Monthly attendance of
ministerial staff