

RURAL ELECTRIFICATION CORPORATION LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)

CORPORATE OFFICE : NEW DELHI

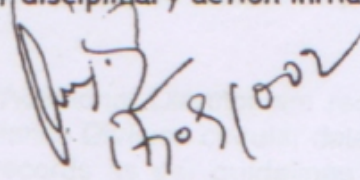
CIRCULAR

In spite of instructions issued from time to time on the subject of enforcing punctuality, it has been noticed that personnel are coming late with impunity. In fact some senior officers are also setting a poor example in this regard.

It is once again reiterated that all employees should strictly adhere to the office timings i.e. 9:30 AM to 6 PM with lunch break from 1.30 to 2 on all working days.

It has also come to notice that there has been wide spread proxy attendance with one employee punching the cards of number of others.

It is brought to the notice of all the employees that proxy attendance amounts to cheating and theft, both criminal offences. The beneficiary of such proxy attendance will have to bear the brunt of disciplinary action initiated against him.



(V.K.Sharma)
Chief Vigilance Officer

Pers/RR/iii(178)/2000/1363

Dated : 17.09.2002

Copy to :

1. AD to CMD/Director (Finance)
2. All Executive Directors, REC
3. All Chiefs of Divisions/Company Secretary Office, REC
4. All CPMs,/Addl. Director, CIRE, Hyderabad.
5. REC Employees Union/Officers Association
6. All Notice Boards
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