

No. V.IV/551/03/2020
Government of India
Ministry of External Affairs
(PSP Division)

Patiala House Annexe,
Tilak Marg, New Delhi
Dated: 12th October, 2020

Office Memorandum

Subject:- Regulating attendance in Passport Offices -reg.

In pursuance of DoPT's O.M. no. 11013/9/2014-Estt.A.III dated 07.10.2020, it has been decided in public interest that all Passport Officers shall ensure 100% attendance of officials under their administrative control in Passport Offices including PSKs/ PoPSKs/ PSLKs while maintaining social distancing under all circumstances and other norms as prescribed by the Ministry of Health and Family Welfare time to time.

2. The officers/ staff shall follow staggered timings to avoid over- crowding in officers/work places as indicated below:-

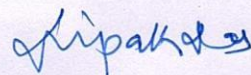
9.30 A.M. to 06.00 P.M.

10.00 A.M. to 06.30 P.M.

3. The officials, however, residing in containment zones may be exempted till the containment zone is denotified.

4. Passport Officers shall ensure strict compliance of this O.M.

5. This issues with the approval of Competent Authority.



(Dipak Das)

Under Secretary (PSP-IV & Cadre)

To

All Passport Officers.

Copy to:-

1. OSD (PSP) with the request to upload it on the PSP portal.