



दिल्ली विकास प्राधिकरण  
DELHI DEVELOPMENT AUTHORITY  
नीति एवम् समन्वय (कार्मिक)  
POLICY & COORDINATION (PERSONNEL)  
सप्तम तल ,ब्लॉक-बी ,विकास सदन ,नई दिल्ली  
7<sup>th</sup> Floor, Block-B, Vikas Sadan, New Delhi

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**CIRCULAR**

In the wake of rampant spread of COVID-19 disease and as a precautionary measure therefor, the practice of marking attendance on biometric machines in DDA offices is hereby suspended till further orders.

However, the employees shall be required to mark their attendance in the Attendance Registers.

This issues with the approval of Competent Authority.

  
(Anil Sharma)  
Director (P)-II

**Copy to:**

1. All the HoDs
2. Notice Boards, Vikas Sadan & Vikas Minar