



# भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण ( पत्तन, पोत परिवहन और जलमार्ग मंत्रालय, भारत सरकार )

मुख्यालय : जलमार्ग भवन, ए-13, सैक्टर-1, नौएडा-201 301, (उ० प्र०)

## INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Ports, Shipping and Waterways, Govt. of India)

Head Office : Jalmarg Bhawan, A-13, Sector-1, Noida-201 301 (U.P.)

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File No. IWAI-11014/10/2020-Admn Rectt-Part(I)

Dated: 06 Feb, 2021

### CIRCULAR

#### Sub: Functioning of IWAI H.O. Noida Office w.e.f. 07.02.2022 with 100% attendance-regarding

In accordance with the Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training Office Memorandum No.11013/9/2014-Estt.A-III dated 6<sup>th</sup> Feb 2022, the approval of the Competent Authority is hereby conveyed that employees at all levels, without exemption, shall attend office on regular basis w.e.f. 7<sup>th</sup> Feb 2022. All Wing Heads/ Departmental Officers shall also ensure that employees wear masks at all times & continue to follow Covid-appropriate behaviour strictly.

All Regional Offices and Sub Offices of IWAI will follow the directive referred above in connection with the applicable orders issued by various State Government/ Local Administration with regards to Office functioning.

This issues with the approval of the Competent Authority.

(Neeraj Singh)

Asst. Secretary (A&E)

E-Mail: nsingh@iwai.gov.in

Phone No. 0120-2474050

#### Copy to (By e-mail):

- All the concerned Officers/ Officials/ Consultants/ Outsourced staff, IWAI, Noida
- Directors/ Officer in Charge, IWAI ROs & SOs
- IT Section - For uploading on IWAI Website
- Hindi Cell - For Hindi Translation
- Master Copy / Office Copy

#### Copy for kind information to: (By e-mail):

P.P.S./P.S./P.A. to Chairman/ Vice-Chairman/ Member (Finance)/ Member (Technical)/ Member (Tr. & L)/ Secretary, IWAI, Noida.