Office of the Director, Kidwai Memorial Institute Of Oncology, Bangalore-29. Dt:1.2.2020

## **CIRCULAR**

It has come to the notice of the undersigned that the staff are coming late and not regular in marking the Biometric attendance in time. Hence all the staff are hereby instructed to come in time and also mark biometric attendance at 9.00 a.m. (10.00 a.m. for Administration and Accounts staff) Bio metric attendance will be made compulsory with immediate effect.

DIRECTOR —

Copy to:

1. Medical Superintendent 2. Chief Administrative Officer 3. Resident Medical Officer

4. Financial Adviser 5. All the Heads of the Depts/unit 6.Office copy

No:PER/Cab-3/D-3-108/2019

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