



भाकृअनुप-केन्द्रीय रोपण फसल अनुसंधान संस्थान
कासरगोड - 671124, केरल, भारत
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CIRCULAR

It has been observed by the Vigilance Officer of the CPCRI that many of employees including senior officials and scheme staff/contractual staff are either coming late to the office and/or leaving early from the Office.

In this connection attention of all are invited to Rule 3(1)(ii) of CCS (Conduct) Rules, 1964 which stipulates that every Government servant shall at all times maintain devotion to duty and the habitual late attendance is viewed as conduct unbecoming of a Government servant and disciplinary action may be taken against such a Government servant.

In view of the above, the habitual late attendance of some of the employees has been viewed seriously. Hence all Officials are hereby directed to comply with the above instruction and maintain Punctuality in attendance, failing which the Institute will be constrained to take necessary action as per rules.

This issues with the approval of the Director.

(Hareesh Nair)
Chief Administrative Officer

Distribution:

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2. The Head, KVK-Kasaragod under CPCRI, Kasaragod.
3. The Chief Finance & Accounts, CPCRI, Kasaragod
4. The AAO (Estt./Bills/Estate/F&A) & I/c Stores CPCRI, Kasaragod
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