

Directorate of Cooperation
Himachal Pradesh

No. 4-750/67-Coop.(Estt) Dated Shimla-171009 the 29 th November,2022.

OFFICE ORDER

In compliance of the directions passed by the Hon'ble High Court of Himachal Pradesh on 15-11-2022 in Executive Petition No.41/2022 titled Rajneesh Paul versus State of H.P., The state Government vide Department of Personnel letter No. Per (AP.B)B(15)-5/2022 dated 18-11-2022 has emphasized upon all State Government Departments, Boards and Corporations to ensure the attendance of all the officers/officials through biometrics.

The Biometric attendance machines have already been installed in every office of the Department and the procedure/guidelines required to be followed by the officer/official of the Department for ensuring Biometrics attendance have also been circulated vide this office order No. 4-276/76-Coop.(Estt.) dated 30-11-2017 and letter dated 26-02-2018.

In sequel to the directions of the Hon'ble High Court and the State Government, it is hereby ordered that the Biometric machines be made operational by every controlling officer of the Department with immediate effect and they shall ensure that all the officers/officials mark their attendance in the Biometric machines. It is further ordered that all the officers/controlling officers shall set an example for their subordinates by observing punctuality during office hours and marking attendance in Biometric machines. Further, it shall be the duty of the officers/controlling officer to monitor the Biometric attendance on daily basis and to send the prints of each completed month to this Directorate without fail.

In addition, the detailed guidelines issued for operation of the Biometric circulated vide this office order No. 4-276/76-Coop. (Estt.) dated 30-11-2017 and letter of even number dated 26-02-2018 be adhered to in letter and spirit which are also enclosed herewith.

Any deviation from these instructions shall be viewed seriously and the defaulter will render himself/herself liable for strict disciplinary action.

These instructions be brought to the notice of all the concerned.

Registrar Cooperative Societies
Himachal Pradesh

No. 4-750/67-Coop. (Estt.) Dated Shimla-171009 the 29 th November, 2022.

Copy to:-

1. All Officers working in this Directorate for strict compliance.
2. The Additional Registrar, Cooperative Societies, Dharamshala,H.P. for similar action.
3. All the Deputy Registrar, Cooperative Societies, H.P. for strict compliance
4. The Supdt. Grade-I, Directorate of Cooperation.H.P.Shimla-9 for strict compliance
5. All the Assistant Registrar, Cooperative Societies, H.P. for strict compliance
6. P.A. to RCS for strict compliance
7. All the officials working in this Directorate for strict compliance.

Registrar Cooperative Societies
Himachal Pradesh