

सीएसआईआर - राष्ट्रीयवांतरिक्षप्रयोगशालाएं  
CSIR - NATIONAL AEROSPACE LABORATORIES  
बेंगलूरुBENGALURU 560 017

सं.No.3(1)/संग.परिपत्रOrg.Cir/2020-21

30 January, 2022

**परिपत्रCIRCULAR**

Sub.: Measures at CSIR–NAL and CSIR–4PI to contain COVID–19 – reg.  
Ref.: 1) CSIR – NAL Circular of even no. dated 14-01-2022  
2) GoK Order No.RD 158 TNR 2020 dated 29-01-2022  
3) CSIR – NAL Circular issued on Attendance and Punctuality

In pursuance of the Govt. of Karnataka orders referred to above and in continuation of the earlier CSIR – NAL Circular cited at reference above, the Director, CSIR – NAL has decided that CSIR – NAL and CSIR – 4PI will continue to work with 100% staff strength from 31<sup>st</sup> January, 2022 and until further orders. Further para 2.0 and para 13.0 of order dated 14<sup>th</sup> Jan 2022 are amended as follows :


All the Staff members including Project Assistants, Outsourced Manpower deployed Contract Agency shall work with 100% staff strength maintaining all the protocols/SOP of GoK/GoI/CSIR – NAL Circulars issued from time to time.

- a. The Scientific divisions like SED, MSD,KTMD STTD, FMCD, CEM, ICAST & CTFD will work from 9:00 to 17:30 hrs
- b. All other divisions including Administration, Finance& Accounts,EBU , Elec. Section, Stores & Purchase and other Service Division shall work from 8.30 to 17.00 hrs.
- c. Pregnant women are exempted to physically attend office based on the recommendations of CMO/MO and shall work from home based on the charter of duties provided by the concerned HOD.
- d. Attendance will be strictly monitored and staff members shall strictly adhered to NAL circular issued on the subject.

All other guidelines issued vide CSIR – NAL Circular of even no. dated 14-01-2022 including Standard operating procedures (SOP) and attachments thereof remains unaltered for the present.

Staff members are requested strictly to adhere to the Standard Operating Procedure and the instructions of MoHA, GoI/GoK orders issued from time to time on the subject. Any violation of the above will be viewed very seriously and appropriate action will be initiated as per the Disaster Management act, 2005.

This is issued on the directions and approval of Director, CSIR-NAL.

  
[ के.आर. बालकृष्ण K. R. Balakrishna ]

**वरिष्ठ प्रशासननियंत्रकSr. Controller of Administration**

To : All concerned

Copy to:Head, KTMD - With a request to host the same on Intranet for information of all.