



भारत सरकार

Govt. of India

Ministry of Skill Development & Entrepreneurship (DGT)

राष्ट्रीय कौशल प्रशिक्षक संस्थान (एनएसटीआई - महिला) तुरा

NATIONAL SKILL TRAINING INSTITUTE FOR WOMEN

डकोपगिरी - तुरा (मेघालय) - 794101

DAKOPGRE- TURA MEGHALAYA - 794101

Website: www.nstiwtura.dgt.gov.in

Email: nsti.tura@gmail.com

No. NSTI/Tura/ I-28011/5/2010 - Estt. /235/813

Date: 01.11.2021

Office Order

Reference DOPT Office Memorandum no. F.No:11013/9/2014-Estt.A-III Dated: 01/11/2021 regarding preventive measures to contain the spread of Novel Coronavirus (COVID-19) and resumption of biometric attendance w.e.f 08/11/2021 (Monday) by strictly following the preventive measures as given below:

- ❖ All Employees to sanitize their hands before and after marking of attendance.
- ❖ Physical distance of six feet must be maintained by all employees while marking their attendance.
- ❖ All employees shall be required to wear/face covers, at all times, including while waiting to mark their attendance.
- ❖ Meeting as far as possible shall be conducted on video conference and if any, personal meeting with visitors, unless necessary in public interest are to be avoided.

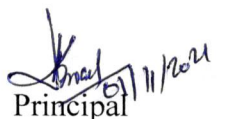
In view of the above all Officers/Staffs/Guest Faculties shall strictly follow the COVID appropriate behavior at all times in office and marked their attendance through biometric w.e.f 08/11/2021 installed at ground floor attached to the chamber of Principal.

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Principal

Copy to:

1. The Regional Director/HOD (NSTI-Tura),RDS&E, NE-Region, MN Road, Pan Bazar, BSNL Bhawan, Guwahati, Assam - 781001 for kind information.
2. All Officers/Staffs/Guest Faculties, NSTI(W) - Tura for kind information and necessary action.
3. Website Nodal, NSTI(W) - Tura with an instruction to upload the same in institute website.


Principal