

CSIR- INDIAN INSTITUTE OF INTEGRATIVE MEDICINE, JAMMU

No. IIIM/ COA/misc./ 2020

Date: 18 April, 2020

OFFICE MEMORANDUM

In pursuance of CSIR letter No.5-1(17) / 2008-PD dated 15.4.2020 endorsing therewith Ministry of Home Affairs (MHA) consolidated Revised Guidelines for containment of COVID- 19, Director, CSIR-IIIM has decided that the institute will function w.e.f. 20.4.2020 with 100% of attendance of Dy. Secretary level staff and above (level 12 and above on pay matrix i.e. Sr. Scientist , Sr. T.O. (3) and above). Remaining Officers and Staff to attend upto 33% as per requirement (to be decided by the respective HODs)

All staff members/officers are requested to comply with the National Directives for COVID- 19 management guidelines issued by GOI / UT of J&K from time to time. This arrangement will continue till 3rd May, 2020 or till further order, whichever is earlier.



(Pankaj Bahadur)
Controller of Administration

- To: 1. Incharge IIIM Website/Intranet — For wide circulation amongst staff members
2. All HoDs / Divisional Heads — To take necessary action and decide on the attendance of upto 33% of remaining officials/staff working under them as per functional requirements.
3. PS to Director