



भारत सरकार Government of India  
रेल मंत्रालय Ministry of Railways  
रेलवे बोर्ड (Railway Board)



**Office Order No. 12 of 2022**

**Sub: Preventive measures to contain the spread of COVID-19-  
Reporting of Officials in Board's Office**

**Ref: DOP&T's OM No.11013/9/2014-Estt.A-III dated 31.01.2022**


Attention is invited to Office Order No.6 of 2022 regarding reporting of Officials in Board's Office due to surge in COVID positive cases. DOP&T's vide OM dated 31.1.2022 has further extended exemption from marking attendance through Biometric system along with other instructions on reporting of officials upto 15<sup>th</sup> February 2022 or till further orders whichever is earlier.

2. Accordingly, the instructions on reporting of Officials as contained in Office Order No.6 of 2022 and exemption from marking of attendance through AEBAS would continue upto 15<sup>th</sup> February, 2022 or till further orders whichever is earlier.

2.1 It may be reiterated that while preparing roster it should be ensured that work may not suffer in any way. In exigencies, the officials may be called to attend office as per requirement(above 50% limit) and those working from home, are to be available on telephone and other electronic means of communications at all times. Non-availability on telephone/electronic means of communications during work from home would be viewed seriously.

3. The above issues with the approval of the competent authority.

No. 2021/O&M/9/1  
Dated: 01.02.2022

  
( B. Majumdar )  
Joint Secretary/ Railway Board

All Officers and Staff of Board's Office and at Dayabasti, New Delhi.

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Advisor/MR, OSD/Co-ord/MR, OSD/MR, Additional PS/MR