

A-44011/3/2014-Admn.I  
Government of India  
Ministry of Fisheries, Animal Husbandry and Dairying  
Department of Animal Husbandry and Dairying

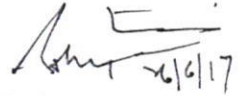
Krishi Bhawan, New Delhi  
Date: 24/06/2019

**OFFICE MEMORANDUM**

**Subject : Observance of Punctuality in D/o Animal Husbandry & Dairying.**

Attention is invited to Rule 3(1)(ii) of CCS (Conduct) Rules, 1964 which stipulates that every Government servant shall at all times maintain devotion to duty. Habitual late attendance is viewed as conduct unbecoming of a Government servant and disciplinary action may be taken against such a Government servant. It is also added that punctuality in attendance is to be observed by Government servants at all levels.

2. All the officers/officials of this Department are directed to ensure observance of punctuality and discipline in terms of office timings.



(Rohit Tewari)

Under Secretary to the Government of India  
Tele: 23382779

**To :** All officers and Staff of DAHD

**Copy To :** PS to JS(Admn.)