

THE STATE TRADING CORPORATION OF INDIA LTD., NEW DELHI
PERSONNEL DIVISION

(IR section)

STC/CO/PER/IR/02005(Vol-II)/2006

18.06.2021

CIRCULAR No.IR/23/2021

Sub: Preventive measures to contain the spread of COVID 19 - reg.

In continuation of the Circular No.IR/19/2021 dated 06.06.2021 and in view of DoPT OM No. F. No. 11013/9/2014-Estt. A-III dated 14.06.2021, it has been decided that:

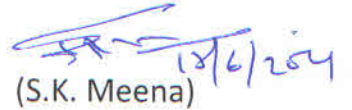
i) All Staff employees shall attend office with restriction of 50% of the actual strength on every alternate day on roster basis following staggered timings to avoid over-crowding and ensure social distancing at a given point of time in offices/work places, as indicated below:

1 st Shift	9.30 AM to 5.30 PM
2 nd shift	10.30 AM to 6.30 PM

i) The above instructions will come into effect from 21.06.2021 onwards till further orders.

iii) All other terms and conditions shall remain unchanged.

2. This issues with the approval of the Competent Authority.


(S.K. Meena)

Joint General Manager (Pers.)

By E-mail:

- Exe. Secy. to CMD
- Exe. Secys. to Directors/CVO
- CGM/All GMs
- All Divisional Heads, C.O.
- All ROs

Copy to

- DGM(F)(A&E), C.O.
- GS, STC Officers' Association
- GS, STC Employees' Union
- GS, SC/ST Employees' Association
- Notice Board
- Website