<u>भाःमाःब्यूरो मुः/साःसेःविः/परिपत्र(12)/2022</u> BIS/HQ/GSD/Circular(12)/2022 दिनांक : 01 August 2022

## <u>भारतीय मानक ब्यूरो</u> (सामान्य सेवाएँ विभाग)

## परिपत्र

## Sub.:- Security Instructions – reg.

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It has been informed by Security Section that many officials are not parking their vehicles in proper way which hinders the parking and movement of other vehicles and creates constraints on the limited parking space available at BIS HQs. All the officials at BIS HQs are requested to ensure parking of their vehicles properly and follow the instructions/directions of security staff and to cooperate with them.

It has also been observed that many officials park their vehicles overnight/weekends without any intimation to security section. This creates security hazard at BIS HQs. All the officials are requested that overnight parking of vehicles at BIS HQs should be done only in unavoidable circumstances, and in case the same is required, it should be done with prior intimation and approval of security section.

Failure of compliance on above instructions will be looked into seriously and same may result into forfeiting of the security pass issued to the concerned official and thereby not allowing vehicle to be parked in the premises of BIS HQs.

(N. Ravi Shankar) Director (GSD)

**Circulated to: All Departments at BIS HQ**