

**भारतीय मानक ब्यूरो / BUREAU OF INDIAN STANDARDS**  
(प्रशासन विभाग / Administration Department)

**परिपत्र / CIRCULAR**

Subject: Vaccination Status of employees -reg.


This has reference to an e-mail dated 29 August 2022 of P&C, HQ, forwarded herewith an e-mail dated 29 August 2022 received from the Under Secretary (P&C), Department of Consumer Affairs has requested to provide the details of COVID Vaccination Status in respect of officers/staff in the following format (*copy enclosed*):

Name of ROs/BOs/Labs/NITS/HQs	No. of employees in the ROs/BOs/Labs/NITS/HQs	No. of employees who have not taken COVID vaccine so far	No. of employees who have taken 1 <sup>st</sup> dose of vaccine	No. of employees who have taken 2 <sup>nd</sup> dose of Covid Vaccine	No. of employees who have taken booster dose

2. In view of above, Head of all ROs/BOs/Labs/NITS including HQs are requested to send the details of COVID Vaccination Status in respect of their regular officers/staff in the above mentioned prescribed format to the Administration Department through e-mail at [administration@bis.gov.in](mailto:administration@bis.gov.in) latest by 02 September 2022 positively.

3. This issues with the approval of Competent Authority.

Encl: as above

  
(Sandeep Meena)  
Director (Administration)

Our Ref: ADMN/02/62/2020

Circulated to: All employees of ROs/BOs/Labs/NITS including HQs through BIS Intranet for kind information and compliance, please.

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**Fwd: Vaccination Status of employees - reg**

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**From :** Kumar Shantanu <ddga@bis.gov.in>  
**Subject :** Fwd: Vaccination Status of employees - reg  
**To :** Director Admin <dra@bis.gov.in>

Tue, Aug 30, 2022 09:14 AM

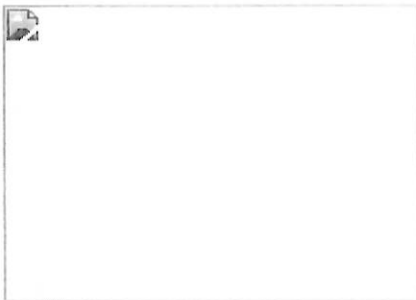
ले कर्नल कुमार शान्तनु  
उप महानिदेशक (प्रशासन)

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**From:** "Planning and Coordination" <pnc@bis.gov.in>  
**To:** "General Services Department" <gsd@bis.gov.in>  
**Cc:** "Kumar Shantanu" <ddga@bis.gov.in>  
**Sent:** Monday, August 29, 2022 4:29:54 PM  
**Subject:** Fwd: Vaccination Status of employees - reg

Trailing mail is being forwarded for kind perusal and necessary action please.

सादर  
PS to Head (P&C)  
योजना एवं समन्वय विभाग (P & C)  
भारतीय मानक ब्यूरो (BIS).  
मानक भवन, 9 ब. शा. ज़. मार्ग  
नई दिल्ली - 110002  
दूरभाष : 011-23236953  
ई - मेल : pnc@bis.gov.in  
हम ईमेल के द्वारा पत्राचार को बढ़ावा देते हैं



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**From:** "Devi Dayal Singh" <usbis-ca@gov.in>  
**To:** "Planning and Coordination" <PNC@BIS.GOV.IN>  
**Sent:** Monday, August 29, 2022 4:24:23 PM  
**Subject:** Fwd: Vaccination Status of employees - reg

With Regards,

75  
Azadi Ka  
Amrit Mahotsav

75  
Azadi Ka  
Amrit Mahotsav

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Azadi Ka  
Amrit Mahotsav

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**From :** Kumar Shantanu <ddga@bis.gov.in>  
**Subject :** Fwd: Vaccination Status of employees - reg  
**To :** Director Admin <dra@bis.gov.in>, ADMINISTRATION  
Admn <administration@bis.gov.in>

Tue, Aug 30, 2022 09:12 AM

 1 attachment

For necessary action.

ले कर्नल कुमार शान्तनु  
उप महानिदेशक (प्रशासन)

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**From:** "BIS DG Secretariat" <dg@bis.gov.in>  
**To:** "ADG BIS" <adg@bis.gov.in>, "Kumar Shantanu" <ddga@bis.gov.in>  
**Sent:** Monday, August 29, 2022 4:04:57 PM  
**Subject:** Fwd: Vaccination Status of employees - reg

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**From:** "US(P&C)" <uspc-ca@gov.in>  
**To:** "adlmrrsl ca" <adlmrrsl.ca@gmail.com>, "Ashutosh Agarwal" <ahd-rrsl@nic.in>, "bsl konar" <bsl\_konar@rediffmail.com>, "ddrrsl frd" <ddrrsl.frd@gmail.com>,