



कार्यालय: रक्षा लेखा प्रधान नियंत्रक
OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS
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AN/I/GEN/CORR

MOST IMPORTANT CIRCULAR
(Through Website)

Dated 09.07.2020

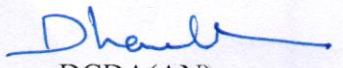
To
All GO (MO), Officer In Charge of Sub offices,
All SAOs and Sections of MO

Sub : Preventive Measures to contain spread of Novel Coronavirus (COVID-19)

As there is an exponential rise of COVID-19 cases, considering the wellbeing of officials of paramount importance, competent authority has decided the following for strict compliance of all concerned.

- (1) The Group Officers in MO / Officer in Charge of the Sub offices concerned may ensure that only 50% of officer and Staff may attend the office and the remaining should work from home. This shall be in force up to 14.08.2020. The officials who are working from home on a particular day should make themselves available on telephone and other electronic means of communication and when ever required they should attend office. It may be ensured that no work is delayed consequent on following the roster. Group Officers in MO/Officer in Charge of the Sub offices may prepare a roster and ensure that the above instructions are complied with.
- (2) All other instructions issued vide this office circulars of even No from time to time regarding preventative measures to fight COVID 19 may be followed with due diligence.

PCDA has seen.


DCDA(AN)