No. AN/I/1041/Circular  

Dated: 12/06/2020

Subject: Functioning of office during the operation of Preventive measures to contain the spread of COVID-19 (Coronavirus).

On the pronouncement of unlock 01 in the country by Govt., restriction on interstate movement of persons and transportation etc. has been ceased. It is seen that officers/officials have started to visit their home town on weekends or availing station leave.

2. The Leave Sanctioning Authority of the officer/official may ensure as to whether the official would visit any hotspot area or nearby area of hotspot in respect of COVID-19. On joining of the duty by the official, if the Officer In charge finds any Covid like symptoms in the official, information must be given to higher authorities and the official be directed to remain in home quarantine or taking medical advice.

3. The Officers In-charge may exhort their subordinates to maintain strict social distance and observe preventive measures issued by Health authorities from time to time after arrival from their respective home towns and desist from unnecessary frequent outside visit as well.

4. In this regard, a list of officers/staff, posted at Main office Chandigarh, leaving duty station at weekends/frequently for visit to their home town or otherwise may be submitted to AN-1 Section (Local) by 15/06/2020.

5. Similar precautions/preventives measures may also please be ensured by all the sub offices.

(SAHIL GOYAL)  
Dy. CDA (AN)

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2. All IDAS Officers (Local)
3. All Sections (Main Office)
4. All Sub Offices under PCDA(WC)
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