

महानिदेशक लेखापरीक्षा (केंद्रीय) चेन्नै का कार्यालय

लेखा परीक्षा भवन, 361, अण्णा सालै, तेनामपेट, चेन्नै - 600 018.

OFFICE OF THE DIRECTOR GENERAL OF AUDIT (CENTRAL), Chennai
"Lekha Pariksha Bhavan", 361, Anna Salai, Teynampet, Chennai - 600 018.

CIRCULAR NO. 05

No. DGA(C)/ Admn/ Unit - I/ 11-04/ 2020-21/19

Date: 01-06-2020

विषय /Sub: Advisory related to COVID-19, for officers/ officials of IA&AD

In continuation of Circular No.4 dated 19.05.2020, the following instructions are issued in compliance with the Ministry of Home Affairs Order No. 40-3/2020-DM-I(A) dated 30th May 2020 and the directives issued in the Government of Tamil Nadu Order No. 262 dated 31st May, 2020, which will come into effect from 01.06.2020 onwards, until further orders:-

1. The office (including branch office at Madurai) shall function with officers of the level of Director/Deputy Director and above in full strength and the remaining staff shall attend office on every alternate day as per the requirement and orders issued from time to time.
2. The concerned Group officers shall prepare a roster of their respective wings so as to ensure that the officers and staff attend office on every alternate day from 01.06.2020 onwards.
3. Pregnant women officials shall work from home and no official living in the containment zone as strictly defined by the Government of Tamil Nadu shall attend office.
4. The officials who are working from home should be available on telephone and electronic means of communication at all times. They should attend office, if called for any exigencies of work. They shall not leave the station in any circumstances without taking necessary permission from the leave sanctioning authority.
5. The instructions issued in Circular No. 3 dated 03.05.2020 regarding certain precautionary measures taken by the Office in prevention of spread of Novel Coronavirus (Covid-19) and DOs and DONTs to be adhered to by the staff members as precautionary measures as well as effective use of 'Aarogyasetu' app may be strictly adhered to.

(Vide orders of DGA(C) dated 01.06.2020)


DIRECTOR/ ADMN

Copy to:

1. All Group Officers
2. All Branch officers (For circulation)
3. Data Manager/EDP (request to upload the circular in office web page).
4. Notice Board