

No.AN/Coord/3012/Circular/VIII/Covid 19

Dated: 03.09.2020

To

All PCDA/PCA (Fys)/PIFA/  
CDAs/CFAs (Fys)/IFAs/RTCs  
(Through CGDA Website)

Sub : Preventive measures to contain spread of COVID-19.

Ref : HQRs circular of even number dated 15.06.2020.

Please refer to HQRs. Circular of even number dated 15.06.2020 vide which it has been requested to ensure compliance of instruction issued by DoPT, MHA and provision contained in M/o Health and Family Welfare, Govt. of India SOP on preventive measures to be taken at workplaces to contain spread of COVID-19.


2. Para 3 of the SOP of M/o Health and Family Welfare specifically prescribes the simple public health measures that are to be followed to reduce the risk of infection with COVID 19. These measures need to be followed by all employees and visitors. Some of these measures include **maintaining a minimum distance of 6 feet, mandatory use of face cover/mask, practice frequent hand washing with soap, use of alcohol-based sanitizers, following respiratory etiquettes, prohibiting spitting, Installation & use of Aarogya Setu App.**

3. The cases of COVID 19 are still being reported from different offices spread all over India and the menace still persists. In view of above, All Head of Departments/Offices are requested to ensure that the above specified measures are strictly followed by the employees in addition to compliance of other provisions in the SOP.

  
(Rajeev Ranjan Kumar)  
Dy. CGDA (AN)

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1. AN (Pay) Local : For similar action as above.
2. IT & S Wing Local : For uploading on CGDA website

  
(KSP Srivastava)  
Accounts Officer (AN-Coord)