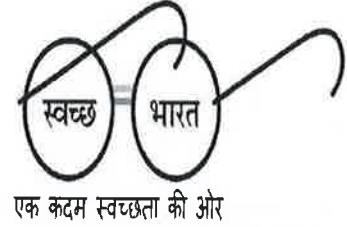




No. A.13019/1(Genl)/2013-Ad.I-1742
भारत सरकार/Government of India
गृह मंत्रालय/Ministry of Home Affairs
समन्वय निदेशालय/Directorate of Coordination
पुलिस बेतार/Police Wireless



Block No.9, CGO Complex
Lodhi Road, New Delhi-3.
Date: 17th April, 2020.

Office Memorandum

Subject: Preventive measure to contain the spread of COVID-19 -reg.

In continuation to Directorate's OM A.13019/1(Genl)/2013-Ad.I dated 31.03.2020, the following Duty Roster / instructions are hereby issued for managing essential work with up to 33% staff for subsequent two weeks:

Section	Officials deployed
	20.04.2020 to 03.05.2020
POLNET-Hub, Siri fort Road, New Delhi	Shri H. S. Srihari, AD(P-Hub) and staff identified in consultation with JD(C)
Accounts Section	Shri K K Rawat, A/C Officer and identified staff
Communication & Cipher Centre at DCPW Hq. Delhi, North Block & Parliament & at ISPW Stations	AD (CC) & AD (Cy) will oversee and ensure deployment of staff for maintaining smooth round the clock services at Delhi for plain & cipher traffic respectively. AD(C) & AD (Cy) will ensure the same for ISPW Communication Centres for plain & cipher traffic respectively. ISPW Station In-Charges to ensure round the clock services with identified staff at respective ISPW Stations. AD (South Zone) shall ensure this for ISPW Chennai & for other stations under him as well.

2. In addition to above, the officers/officials, not attending office shall work from home and should be available on telephone and other electronic means of communication. They shall attend office if called for.

3. This issues with the approval of Competent Authority.

To,

Assistant Director (Admn)

1. PPS to Director/PS to Additional Director (H)/ PS to Additional Director(OP).
2. US (PM-II), MHA, Jaisalmer House, New Delhi- for information
3. AD (Cy) / AD (Polnet Hub)/AD(CC)/ AO / Station I/Cs all ISPW Stations: to prepare roster of staff and convey to AD(Admn).
4. All Officers/Sections at Hqrs.
5. AD (IT): for uploading on DCPW website.