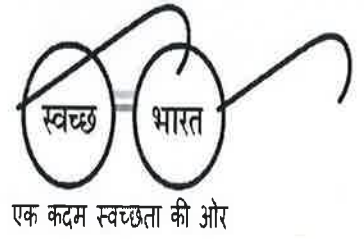




No. A.13019/1(Genl)/2013-Ad.I-1741
भारत सरकार/Government of India
गृह मंत्रालय/Ministry of Home Affairs
समन्वय निदेशालय/Directorate of Coordination
पुलिस बेतार/Police Wireless



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

OFFICE MEMORANDUM


Subject: Preventive measures to contain the spread of COVID-19 -revised guidelines regarding.

The undersigned is directed to refer to Ministry of Home Affairs order No. 40-3/2020-DM-I(A) dated 15th April, 2020 regarding revised guidelines to allow selected additional activities which will come into effect from 20th April, 2020 and to inform that as per Para 18(ii) of the consolidated revised guidelines, Ministries and Departments, and offices under their control, are to function with 100% attendance of Deputy Secretary and levels above that. Remaining officers and staff to attend up-to 33% of strength as per requirement.

2. In pursuance of the guidelines referred to above, all the officers of the rank of Deputy Secretary (i.e Joint Director) and above in the Directorate are required to attend office on all working days w.e.f. 20.04.2020 onwards. Each Division will also identify and call Deputy Directors/ Assistant Directors and the required number of officers/ staff below Assistant Director level to attend office, up to a maximum of 33% of its strength strictly as per requirement. The remaining officers/officials shall work from home and should be available on telephone and other electronic means of communication. They shall attend office whenever called for.

3. It may be ensured that all officers and employees attending office during the lockdown period are to strictly comply with social distancing norms and all extant COVID-19 prevention guidelines issued by the respective Government Departments/ agencies from time to time.

4. This has the approval of the Competent Authority.


17/4/20

(Hemant Kumar)
Assistant Director (Admn)

To,

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 please
3. All Officers/Sections at Hqrs.
4. AD (IT): for uploading on DCPW website.