

F.No.11013/9/2014-Estt.A.III
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

North Block, New Delhi
Dated the 5th June, 2020

OFFICE MEMORANDUM

Subject: Preventive measures to be taken to contain the spread of Novel Coronavirus(COVID-19) – Attendance regarding.

The undersigned is directed to refer to OM of even number dated the 17th March, 2020, 18th May, 2020 and 19th May, 2020 whereby advisory for well-being of Government employees and attendance in Government offices with staggered timings were issued by Department of Personnel & Training (DoPT).

2. Kind attention is also drawn to Ministry of Home Affairs' Order dated 30.05.2020 whereby 'Additional Directives for Work Places' have been prescribed. Further, the Ministry of Health & Family Welfare (MoH&FW) on 4th June, 2020 has issued Standard Operating Procedure on preventive measures to contain spread of COVID-19 in workplace settings (copy enclosed).

3. It is emphasized that strict adherence to the practices of social distancing norms and health & hygiene practices, as enunciated in these guidelines, is of paramount importance and the Government servants as responsible employees should abide by these practices so that the Government offices function in the most efficient manner in the given situation. All the Ministries/Departments/offices as well as the Central Government employees are, therefore, directed to ensure strict compliance of instructions issued by DoPT as well as MHA and MoH&FW.


(Umesh Kumar Bhatia)

Deputy Secretary to the Govt. of India

To,

1. All the Ministries/Departments, Government of India
 2. PMO/Cabinet Secretariat
 3. PS to Hon'ble MOS(PP)
 4. PSO to Secretary(Personnel)
 5. Sr. Tech. Dir., NIC, DoP&T
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