

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I)**  
**MADHYA PRADESH, GWALIOR**

**Date:- 15/09/2020**

**Office Order 99**

It has been intimated by Shri Debashish Kar, Senior Audit Officer (01/6391) posted in Executive Branch, that his parents have been tested positive for Covid-19. Therefore, in compliance to the Office Order No.Admn.11/Gr.4/Misc./o.o.42, dated 08.07.2020 and HQs letter No.181-Estates/11-2020, dated 02.07.2020, Shri Debashish Kar and following officials who came in contact with him are directed to work from home for seven days, i.e. from 14.09.2020 to 20.09.2020. They are also directed to monitor their health and keep their controlling officer informed about it. In case, the officials does not develop any symptom, he may physically attend the office after the above period. If the official reports symptoms at the end of above period, he shall get tested for Covid-19 and physically attend office only after testing negative.

Sl.No.	Name of officer/official, S/Shri	Designation & Prmtt. No.	Posting
1.	Debashish Kar	SAO, 01/6391	Gen Section & Executive Branch
2.	Shri Rajesh Kumar	AAO 02/10576	General Section
3.	Shri Manoj Kalani	AAO 02/10897	Executive Branch

All officials are directed to follow the instructions laid down in the office order No. Admn-11/Gr.4/Misc./o.o./31 dated 12.06.2020 strictly and avoid going to other chambers/sections unless it is extremely necessary. Every officer/employee shall maintain the diary of persons coming to close contact as was directed earlier. Wherever feasible, all official works shall be done through e-office. Transfer of physical files should be avoided as far as possible. Physical files shall not be taken out/brought into the office without written permission of concerned Group Officer and without proper sanitization.

(Issued with the approval of the Principal Accountant General.)

**Dy. Accountant General/ Admn**

Copy to:-

Date:-

1. Secy. To Principal Accountant General (Audit-I), M.P., Gwalior.
2. Dy. Accountant General/AMG-I, II, III, V & Admn
3. Welfare Officer, O/o PAG (Audit-I), M.P., Gwalior
4. Sr.Audit Officer/Admn, FAAP, FASS-M, Legal Cell, GS&Ex.Br., Admn 13&14, OAD-21, AMG-I (HQ), OAD M, OAD 11, ITA, to intimate related officials posted in their section/group.
5. Sr.Audit Officer/IS&DAC for uploading on internet.
6. Shri Ambuj Kumar Pandey, AAO for works relating to uploading on internet.
7. Concerned Official through their posting section/group.
8. Guard file.

9. Notice Board.

**Sr.Audit Officer/Admn.11**