

No. Admn I/Roster/ Unlock 6.0-Mission Begin Again /114

Date: 10.11.2020

OFFICE ORDER

Further to this Office orders No. Admn-I/ Roster/ Unlock 6.0-Mission Begin Again/110 dated 31.10.2020, and owing to the backlog work especially in the various wings caused by the pandemic situation, the following instructions are hereby issued:

- The Office will function with the following strength:
 - i) Group A and Group B officers at 100%
 - ii) All other staff members including MTS with 100% strength
- With the operationalization of working with 100% strength of all cadres, office will observe staggered timings / shift workings to avoid over crowding in Office and to ensure requisite social distancing. In this manner early clearance of backlog as well as prompt disposal of pension/ provident fund cases alongwith submission of accounts as per stipulated timelines is expected to be ensured.
- Branch Officers should ensure observance of these staggered/shift timings with prior approval of their Group Officer and also ensure due adherence to social distancing norms and other COVID-19 preventive measures in their respective sections as per extant instructions. Under no circumstances, over crowding of sections should be allowed, while working with 100% attendance.
- Non-attendance would be viewed seriously and liable for administrative action. Genuine requests for leave alone to be considered by the leave sanctioning authorities, taking due cognizance of work clearance in the respective sections.
- Office shall remain open on Saturdays as well to facilitate staggered / shift working.

This order will be effective from 16.11.2020 . All other instructions issued vide this office order No. Admn-I/ Roster/ Unlock 6.0-Mission Begin Again/110 dated 31.10.2020 will continue to be in force.

(Authority: Pr. Accountant General's order dated 10.11.2020)

Sd/-

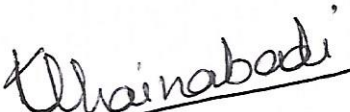
Dy. Accountant General (Admn)

No. Admn I/Roster/ Unlock 6.0-Mission Begin Again /280

Date: 10.11.2020

For Information and necessary action:

1. Secretary to Principal Accountant General
2. PA to all Group Officers/Welfare Officer
3. All Branch Officers\ Sectional Heads
4. Sr. AO/Record II for displaying on Notice board
5. Sr.AO/EDP(SG) for publishing on Office website
6. Director General (GA), O/o the CAG of India, New Delhi
7. Principal Director (Headquarters) O/o the CAG of India, New Delhi
8. Principal Director (P) O/o the CAG of India, New Delhi
9. Spare Copy



Welfare Officer/I/c Admn I