

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I)
M.P., AUDIT BHAWAN, JHANSI ROAD, GWALIOR**

No. Admn.11/G-4/COVID19/O.O./08/STA-1/78 Date: 13-04-2021
Office order

In compliance of Govt. of India, Ministry of Personnel, Public Grievances and Pensions (DoPT) Office memorandum No. 11013/9/2014-Estt. A III dated 13.02.2021 received vide HQ letter No. 48-Estates/11-2020 dated 15.02.2021 and Office memorandum No..40-312020-DM-1(A) dated 23.03.2021 received vide HQ letter No. 179-Estates/11-2020 dated 05.04.2021, the following instructions are issued for strict compliance:

1. Instructions contained in Office Order No. 284 dated 24.02.2021 and Office Order No. 315 dated 20.03.2021 are to be strictly followed by all officers/officials.
2. The field audit parties coming to headquarters due to lockdown in districts may be considered for work from home by respective Group officers under approval of the Pr. Accountant General. These officers/officials would be available all the time over telephone and e-mails and Group Officer concerned may call them as per the requirement.
3. Officers/officials are instructed to immediately report to office, in case of their being tested COVID positive, alongwith names of officers/officials who came in close contact with them. Officers/officials who tested COVID positive would join duty only after being tested negative.
4. General Section/Executive Branch and Welfare Section shall ensure that the 'National Directives for the Covid-19 Management', which include instructions issued for screening and hygiene, frequent sanitization of entire work place, maintenance of social distancing norms, wearing of masks, etc. are strictly complied with. It may also be strictly ensured that there is no crowding in the corridors and unnecessary movement of employees in other sections. It may also be ensured that all sanitizer dispensers are working.

This issues with the approval of Principal Accountant General.

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Dy. Accountant Genral/Admn

M-29
13/04/21

13-9-21

Sh. N. K. S.

Copy to:

1. Secy. To Principal Accountant General (Audit-I), M.P., Gwalior.
2. Dy. Accountant General/AMG-I, II, III,IV,V & V(Admn)
3. Welfare Officer, O/o PAG (Audit-I), M.P., Gwalior
4. Sr.Audit Officer/Admn.12, Confidential Cell, PA, Report (Civil), Report (PAC), FAAP, FASS-M, Legal Cell, General Section, Executive Branch, Admn-13, Admn-14, AMG-I (HQ), AMG-II (HQ), AMG-III (HQ), AMG-IV (HQ), AMG-V (HQ), ITA, to intimate officials posted in their section/group.
5. Sr.Audit Officer/ IS Wing for uploading on internet and intranet.
6. Shri Ambuj Kumar Pandey, AAO for works relating to uploading on internet.
7. Guard file.
8. Notice Board.


13/4/2021
Sr. Audit Officer/Admn.11