



सा०/No. : 5-1(17)/2008-PD

दिनांक/Dated: 10.06.2021

प्रेषक / From : संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

सेवा में / To : सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एककों के निदेशक/प्रधान
The Directors/Heads of all CSIR National Labs./Instts./Hqrs./Units

महोदय/Sir / महोदया/Madam,

मुझे भारत सरकार द्वारा जारी किए गए निम्नलिखित कार्यालय ज्ञापन को आपकी जानकारी, मार्गदर्शन और अनुपालन के लिए अग्रेषित करने का निदेश हुआ है:

I am directed to forward herewith the following Office Memorandum issued by the Government of India for your information, guidance and compliance:

क्रम सं. Sl. No.	कार्यालय ज्ञापन सं/. Office Memorandum No.	विषय/ Subject
1.	कार्मिक, लोक शिकायत और पेंशन मंत्रालय, कार्मिक और प्रशिक्षण विभाग का कार्यालय ज्ञापन सं 11013/9/2014-Estt.A.III दिनांक 28.05.2021 Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training Office Memorandum No. 11013/9/2014-Estt.A.III dated 28.05.2021	Preventive measures to contain the spread of Novel Coronavirus (COVID-19) – Attendance of Central Government officials regarding.

भवदीय/Yours faithfully

(राजीव शर्मा / Rajeiv Sharma)
उप सचिव (नीति प्रभाग) / DS (PD)

संलग्न/Encl. : यथोपरि/As above

प्रतिलिपि/Copy to:

- आई.टी. प्रभाग प्रमुख वेबसाइट और पॉलिसी रिपॉजिटरी पर इस परिपत्र को उपलब्ध कराने के अनुरोध के साथ/
Head, IT Division with the request to make this circular letter available on the website & Policy Repository.
- कार्यालय प्रति/Office copy.

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 28th May, 2021

OFFICE MEMORANDUM

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

The undersigned is directed to refer to this Department's OM of even number dated the 6th May, 2021 whereby the instructions regulating the attendance of Central Government employees till 31st May, 2021 were issued. It has been decided to extend the existing arrangement of attendance of Central Government employees till 15th June, 2021 or until further orders, whichever is earlier.



(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 – for uploading.

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 6th May, 2021

OFFICE MEMORANDUM

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

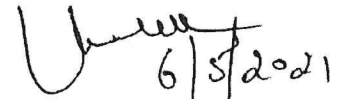
In partial modification of this Department's OM of even number dated the 3rd May, 2021 on the above-mentioned subject, it has been decided as under :-

- (i) Secretaries of the Ministries/Departments and Heads of Department of Attached & Subordinate Offices are mandated to regulate the attendance of its employees, at all levels, keeping in view the COVID positive cases in the office and the functional requirement.
- (ii) Persons with Disabilities and Pregnant Women employees may be exempted from attending office, but they shall continue to work from home.
- (iii) The officers/staff shall follow staggered timings to avoid over-crowding in offices/workplaces as decided by the Heads of Department.
- (iv) All officers/staff residing in the containment zone shall be exempted from coming to offices till the containment zone is de-notified. These officers/staff who are residing in the Containment Zone shall work from home and shall be available on telephone and electronic means of communications at all times.


6/5/21

- (v) All officials who attend office shall strictly follow Covid-appropriate behaviour including wearing of mask, physical distancing, use of sanitizer and frequent hand-washing with soap and water.
- (vi) Crowding in lifts, staircases , corridors, common areas, including refreshment kiosk and parking areas is to be strictly voided.
- (vii) Meetings, as far as possible, may continue to be conducted with video-conferencing and personal meetings with visitors, unless absolutely necessary in public interest, are to be avoided.
- (viii) In compliance of OM of even number dated 22.4.2021, all employees of the age of 18 years and above, are advised to get themselves vaccinated.
- (ix) Proper cleaning and frequent sanitization of workplace, particularly of the frequently touched surfaces, may be ensured.
- (x) Biometric attendance shall continue to be suspended until further orders.

2. The above instructions shall be in force with immediate effect till 31st May, 2021 or until further orders, whichever earlier.



(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 – for uploading.

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 22nd April, 2021

OFFICE MEMORANDUM

Subject: Preventive measures to contain the spread of Novel Coronavirus (COVID-19) – Vaccination of all Central Government employees- regarding.

The undersigned is directed to state that this Department has been issuing instructions, from time to time, regarding the preventive measures to contain the spread of COVID-19. Vide O.M of even number, dated 6th April, 2021, all Central Government employees of the age of 45 years and above were advised to get themselves vaccinated, so as to effectively contain the spread of COVID-19. They were further advised to continue to follow covid-appropriate behaviour, even after vaccination, particularly, frequent washing of hands/sanitization, maintenance of social distancing and putting on of masks etc.

Government has been monitoring the situation very closely, and it has been decided to vaccinate all the citizens who have attained the age of 18 years and above. Accordingly, in partial modification of the O.M. of even number dated 6th April, 2021, all Central Government employees are advised to get themselves vaccinated so as to effectively contain the spread of Covid-19. Further, they may continue to follow covid protocols, even after vaccination, as advised vide the said O.M.


(S.P. Pant)

Deputy Secretary to the Govt. of India

To,

All the Ministries/Departments, Government of India
PMO/Cabinet Secretariat.