



हर काम देश के नाम  
कार्यालय, रक्षा लेखा नियंत्रक, न.1 स्टाफ रोड, सिकंदराबाद - 500 009  
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS  
No.1 STAFF ROAD, SECUNDERABAD-500 009  
दूरभाष/TELE: 040-27847957 Extn:315 फैक्स/FAX:040-27810499  
ई-मेल/e-mail: secd-ansn-cda@nic.in



No. AN/I/1005/2022/Covid-19

Date: 07.02.2022

**COVID-19 CIRCULAR NO. 03**

To

The Jt. CDA I/c, PAO (ORs) EME, Sec'bad.

The ACDA I/c, PAO (ORs) AOC, Sec'bad

The ACDA I/c, AAO (Army) Vizag.

All GOs in Main Office (Local).

All SAOs/AOs & All Sections of Main Office (Local).

All Sub Offices at Sec'bad/Hyd & Vizag.

The AAO AGE (AF) Suryalanka, AAO AGE (Fys) Eddumailaram, ALAO Tirupati.

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

Reference: This Office letter of even number dated 04.02.2022 (Covid-19 Circular-02).

In continuation of this Office letter cited under reference, a copy of the HQrs Office Letter No. Estt. Coord/3012/Circular/Vol.VIII/Covid, dt. 07.02.2022 enclosing therewith a copy of Govt. of India, DoP&T, Min of Personnel, Public Grievances and Pensions OM No. F. No. 11013/9/2014-Estt.A-III, dt. 06<sup>th</sup> Feb, 2022, stating that in view of decline in the number of COVID cases and positivity rate, employees at all levels, without any exemption, shall attend the office on regular basis w.e.f. 07<sup>th</sup> February, 2022.

In view of the above, it is requested to comply the above instructions and ensure all the employees wear masks at all times and continue to follow covid-appropriate behaviors strictly.

This issues with the approval of Competent Authority.

  
Asst. Controller (AN)

**Copy to: -**

The AO I/c - for uploading in the website please.  
IT Section (Local)

  
Accounts Officer (AN-I)

“हर काम देश के नाम”



# रक्षा लेखा विभाग (र.ले.वि.) मुख्यालय



उलान बटार रोड, पालम, दिल्ली छावनी-110010  
DEFENCE ACCOUNTS DEPARTMENT (DAD) HEADQUARTERS

Ulan Batar Road, Palam, Delhi Cantt.- 110010  
Phone: 011-25665703 Fax: 011-25674806, 25674821 email: [aniii.cgda@nic.in](mailto:aniii.cgda@nic.in)

F. No. Estt. Coord/3012/Circular/Vol.VIII/Covid dated 07.02.2022.

To,


All PCsDA/ PCA (Fys.)/ PIFAs,  
CsDA/ IFAs/ RTCs.  
(through CGDA website).

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

**Reference:** (1) HQrs. circular of even no. dated 04.01.2022 & 03.02.2022  
(2) DoPT OM No. 11013/9/2014-Estt.A-III dated 06.02.2022(copies enclosed).

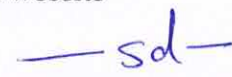
In continuation of HQrs. Office Circular of even number dated 04.01.2022 & 03.02.2022 on the subject matter, please find enclosed a copy of DoPT OM No. 11013/9/2014-Estt.A-III dated 06.02.2022 for information and necessary action.

2. All Heads of Department/Office are accordingly requested to ensure that all employees at all levels, without any exemption, shall attend office on regular basis with effect from 7<sup>th</sup> February, 2022. It is also requested to ensure that employees wear masks at all times and continue to follow covid-appropriate behaviors strictly.

  
(GK Baranwal)  
Sr. Dy. CGDA (Estt.)

**Copy to:**

1. Pay & Allowance Section, Local For information and necessary action as above.
2. Gen. Management Section, Local -do-
3. IT&S Wing, (Local) With a request to upload on CGDA's website

  
(KSP Srivastava)  
Accounts Officer (Coordination- Estt.)

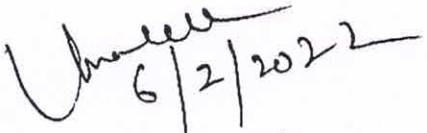
F. No. 11013/9/2014-Estt.A-III  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training

North Block, New Delhi – 110001  
Dated the 6<sup>th</sup> February, 2022

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 OMs of even no. dated 03.01.2022 and 31.01.2022 on the above mentioned subject and to state that, in view of decline in the number of COVID cases and positivity rate, it has been decided that employees at all levels, without any exemption, shall attend office on regular basis with effect from 7<sup>th</sup> February, 2022. Heads of Department shall also ensure that employees wear masks at all times and continue to follow covid-appropriate behaviors strictly.

  
6/2/2022

(Umesh Kumar Bhatia)  
Deputy Secretary to the Govt. of India

To

1. All the Ministries/ Department, Government of India
2. PMO/. Cabinet Secretariat
3. PS to Hon'ble MoS (PP)
4. PSO to Secretary (Personnel)
5. Sr. Tech. Director, NIC, DoPT – for uploading