

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I)

MADHYA PRADESH, GWALIOR

Date:- 17/09/2020

Office Order 102

It has been intimated by Commercial wing that Shri Sujit Kumar, Senior Audit Officer, posted there has 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, following officers/officials who came in contact with Shri Sujit Kumar are directed to work from home for seven days, i.e. from 17.09.2020 to 23.09.2020. They are also directed to monitor their health and keep their controlling officer informed about it. In case, the officer/official does not develop any symptom, he/she may physically attend the office after the above period. If the officer/official reports symptoms at the end of above period, he/she shall get tested for Covid-19 and physically attend office only after testing negative. Shri Sujit Kumar shall remain quarantine and shall attend office only after testing negative.

Sl.No.	Name of officer/official, S/Shri	Designation & Prmtt. No.	Posting
1.	Mohd Suhail Fazal	Dy.A.G.	AMG-I
2.	Ram Manohar Gupta	Sr.AO	Commercial Wing
3.	Ms. Anizia Barla	AAO (02/11409)	Commercial Wing
4.	Nitin Kumar Shrivastav	AAO	Commercial Wing
5.	Smt. Neha Singh	Sr Ar (03/10633)	OAD(M)
6.	Ku.Rinki Ghosh	Sr Ar (03/10632)	Admn.11
7.	Shafeeq Khan	MTS (05/10091)	Admn.11

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/AMG-V (Admn)

Copy to:-

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

