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प्रधान महालेखाकार (ले० एवं ह०) का कार्यालय, बिहार, पटना

OFFICE OF THE PR. ACCOUNTANT GENERAL (A&E), BIHAR, PATNA

पत्रांक/No. Admn-I/(A&E)/Covid-19/20-21/ C-283

दिनांक/ Date: 17.02.2021

Office Order

In the light of Headquarters circular No 48-Estates/11-2020 dated 15.02.2020 and in continuation to this office order No. C-259 dated 29.01.2021, Departmental Canteen is now fully functional with immediate effect. Canteen employees must strictly follow hygiene and safety protocols to avoid crowding, especially at the distribution/sale counters. As per MoHFW guidelines dated 13.02.2021 following practices in the Departmental Canteen must be followed:-

1. Mandatory placement of hand sanitizers at the entrance to ensure personal hygiene.
2. Staff to take their temperature regularly and check for respiratory symptoms. They must see a doctor if feeling unwell or having flu-like symptoms.
3. Adequate crowd and queue management may be ensured for physical distancing by marking the floors of cafeteria/canteen/dining halls.
4. Staffs/waiters to wear mask/hand gloves and take other required precautionary measures.
5. The seating arrangement may ensure a distance of at least 6 feet between patrons as far as feasible.
6. The kitchen staffs shall follow physical distancing norms.

Sdf-
Sr. Dy. Accountant General (Admn.)

1. Secretary to P.A.G. (A&E), Bihar, Patna.
2. Sr. Dy. Accountant General (Admn & GE) Sectt.
3. Sr. Dy. Accountant General (A/cs, VLC & Works) Sectt.
4. Sr. Dy. Accountant General (Pension & Fund) Sectt.
5. All officials of O/o the PAG (A&E), Bihar, Patna through WhatsApp/email.
6. Notice Board/ITS for uploading on official website/intranet.
7. Hindi Cell: With instructions to make available Hindi Version of the order to Notice Board and ITS.

Sr. Accounts Officer (Admn-I)