

**CIRCULAR**

**Subject:- Preventive measures to contain the spread of COVID 19**

The GOI has prioritized the groups for vaccination to contain the spread of COVID-19. Accordingly, all persons of the age of 45 years and above can participate in the vaccination exercise. The Headquarters also vide letter no. No. 179-Estates/II-2020 dated 05/04/2021 has issued additional instructions in view of fresh surge in Covid-19 cases for compliance.

In view of above, **all the employees of the age of 45 years and above are advised to get themselves vaccinated, so as to effectively contain the spread of COVID-19.**

They are further advised to continue to follow covid-appropriate behaviour, even after vaccination, by frequent washing of hands/sanitization, wearing a mask/face cover and observing social distancing etc.

**Sd/-**

**Dy. Accountant General (Admn.)**

No. HRM-I/COVID-19/TR-8-B

Date: 07/04/2021

**Copy for information to:**

1. Sr. PS to Pr. Accountant General.
2. Stenographer Gr.I/II to All Group Officers.
3. Welfare Officer.
4. All Branch Officers
5. Sr. Accounts Officer/Log & Supp. (4 copies) for display on notice board.
6. Sr. Accounts Officer/EIS for uploading on Internet.
7. Office order / Spare copy

**Sd/-**

**Sr. Accounts Officer / HRM-I**