



प्रधान निदेशक लेखा परीक्षा (केंद्रीय) चेन्नै का कार्यालय

लेखा परीक्षा भवन, 361, अण्णा सालै, तेनामपेट, चेन्नै - 600 018.

OFFICE OF THE PRINCIPAL DIRECTOR OF AUDIT (CENTRAL)
Chennai

"Lekha Pariksha Bhavan", 361, Anna Salai, Teynampet, Chennai – 600 018.

CIRCULAR NO. 02

No. PDA(C)/ Admn/ Unit – I/ 11-04/ 2021-22/14

Date: 30-04-2021

Sub: Preventive measures to contain the spread of COVID-19- reg

In view of the fresh surge of COVID-19 cases in Tamil Nadu and particularly amongst our office staff, the following instructions are issued:

1. O/o the Principal Director of Audit (Central), Chennai including the Branch Office at Madurai will function with skeletal staff. All the remaining Officers and Officials will work from home till 07.05.2021.
2. Officers and Officials working from home shall be available on telephone and electronic means of communication at all times. They shall attend office as and when called for, in case of any exigencies of work. They shall not leave the station without necessary permission from the leave sanctioning authority.
3. They shall abide by the instructions issued by the Government of India/State Government from time to time with regard to Covid-19 management.
4. These orders shall remain in force till 07.05.2021/ until further orders.

(Vide Orders of Principal Director of Audit (Central))


Deputy Director/Admn

Copy to:

1. All Group Officers
2. All Branch officers (For circulation)
3. Data Manager/EDP (request to upload the circular in office web page).
4. Notice Board