

**OFFICE ORDER**

In terms of Government of Bihar, Home Department (Special Branch) Order no. G/Disaster-06-2/2020-3164 dated 15.06.2021, Office of the Accountant General (Audit) Bihar, Patna shall function **with 50% staff strength till 5 PM** with effect from **16.06.2021 to 22.06.2021**. In this regards, following instructions are issued:

1. For regulating the attendance of officers and staff, all Branch officers/Controlling officers shall prepare a roster duly approved by their Group Officers so as to ensure that 50% of officers and staff attend office and the remaining shall be instructed to work from home. The roster shall be prepared based on criticality, priority and importance of work. A copy of the roster so prepared shall invariably be provided to Establishment section for information.
2. All officers and officials who are allowed to Work from Home (WfH) will remain available through electronic means for the smooth functioning of the concerned Wing/Section. Any officer/official may be called to attend the office depending on work requirements.
3. All officers/officials either working from home or at office shall observe COVID appropriate behaviour strictly.
4. Visitors entry shall be prohibited in the office premises.
5. Rest of the instructions issued vide office order no. Estt(Au)/COVID-19/21-22/C-35 dated 04.05.2021 shall remain unchanged.

This issues with the approval of the Accountant General.

Sd/-  
**Dy. Accountant General (Admn)**

**Copy for information and necessary action to-**

1. Additional Deputy Comptroller & Auditor General (Eastern Region), O/o the CAG of India, 9 Deen Dayal Upadhyaya Marg, New Delhi-110 124
2. Director General (HQ), O/o the CAG of India, 9 Deen Dayal Upadhyaya Marg, New Delhi-110 124
3. Secretary to Accountant General (Audit) Bihar, Patna.
4. All Group Officer's Secretariat.
5. Secretariat of Dy Director/Central Sector.
6. Sr. Audit Officer/All Controlling AMGs/Sections.
7. Office Order file.
8. Notice Board and WhatsApp Group of all associations.

Sd/-  
**Dy. Accountant General (Admn)**