

OFFICE OF THE ACCOUNTANT GENERAL (AUDIT) BIHAR, PATNA

Admin-I (Au)/COVID-19/21-22/ C- 365

Date- 13.01.2022

OFFICE ORDER

In terms of Headquarters circular no. 07-Estate/11-2020 dated 07.01.2022 regarding preventive measures to contain the spread of COVID-19 and in view of the rapid increase in COVID cases, following instructions are issued in addition to instructions issued vide this office order no. Admin-I (Au)/COVID-19/21-22/C-364 dated 04.01.2022.

1. Practice of Work from Home (WfH) may be followed as far as possible and the officials working from home shall remain available through electronic means for the smooth functioning of office. While regulating the attendance of employees, the emphasis should be on work output rather than physical attendance. It shall also be ensured that adequate distance (minimum 6 feet) is maintained between employees.
2. Ministry of Health & Family Welfare, Government of India has on 5th January 2022 issued 'Revised Guidelines for Home Isolation of mild /asymptomatic COVID-19 cases'. The Guidelines provides instructions for the patients and care givers for treatment of patients with mild/ asymptomatic disease in home isolation and conditions in which to seek medical attention. Copy of the guideline is enclosed for wide circulation among staff for increasing awareness.
3. It has been observed that some employees (including outsourced) having symptoms such as mild fever, cough and cold, sneezing, etc. are attending office. This has been major cause of spread of COVID-19 in office premises. Such employees are directed to self-isolate themselves in home-quarantine and if the symptom(s) persists, get themselves tested for COVID-19. These employees shall keep their controlling officers informed of their health condition.

This issues with the approval of the Accountant General.

Sd/-

Dy. Accountant General (Admn)

Copy for information and necessary action to-

1. Secretariat of the Accountant General (Audit), Bihar, Patna.
2. All Group Officer's Secretariat, Secretariat of Director/Central Sector.
3. All Controlling Sections
4. Sr. AO/AMS for putting the order on office website.
5. Office Order file.
6. Notice Board and WhatsApp Group of all associations.

*Sh. Raman Jee
Pl. upload on office
Website.
13/1/22*

13/01/22
Sr. Audit Officer (Admn)