

**कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-II) उत्तरप्रदेश,
ऑडिट भवन, टीसी-35-V-1, विभूतिखण्ड, गोमतीनगर, लखनऊ-226010**

No. PAG (Audit-II) UP/Admn/ Office Order/38

Date: 23.07.2020

OFFICE ORDER

As per the guidance of Headquarters on Absence during COVID-19 Lockdown period vide Circular No 27/Staff Wing-2020 No. 71/Staff Entt. II/20-2018 dated 19.06.2020, the following instructions/clarifications regarding absence of employees during Lockdown are issued for compliance relating to the staff attending the office-

- i. The period of absence of those Officials, who were on official tour upto 22.03.2020 and were unable to return to Hqrs. (Lucknow/Allahabad), in spite of best efforts, should be treated as duty subject to working from place of stay. The proof of best efforts may be called for by the Sanctioning Authority.
- ii. Officials who have proceeded on leave before 23.03.2020, either at Lucknow/Allahabad or outside Lucknow/Allahabad, they shall be deemed to have joined duty from the date of expiry of leave, subject to certification by the controlling officer that the employee worked from home as required for employees in duty station upto 03.05.2020 for Lucknow and upto 19.04.2020 for Allahabad. Further, the officials will be deemed to be on duty after 03.05.2020 for Lucknow office and 19.04.2020 for Branch office Allahabad, if he was being available for duty in office if called on 04.05.2020/20.04.2020 or thereafter as per the roster. In case of leave on medical grounds, this would be subject to production of fitness certificate.
- iii. Officials who have proceeded on leave before lockdown (23.03.2020), either at Lucknow/Allahabad or outside Lucknow/Allahabad, and their leave ended before last working day before lockdown i.e. 20.03.2020, but did not join duty on or before 20.03.2020, could strictly speaking attract provisions of FR 17. However, considering the prevalent circumstances, such officials may be allowed to apply for leave for the entire period till they returned to Lucknow/Allahabad and rejoined the duty.
- iv. No curtailment of sanctioned leave shall be allowed in case of those officials who were on sanctioned leave prior to issue of orders on lockdown (23.03.2020) and their leave expiring during the lockdown period. However, the official may be deemed to have joined the duty from the date following the date of expiry of leave subject to other requirements based on the type of leave availed and subject to having worked from home after expiry of sanctioned leave (without curtailment). Curtailment of sanctioned leave requires approval based on official exigency, which is not normally envisaged during lockdown period.

This issues with the approval of the Principal Accountant General.

sd/-

Sr. Dy. Accountant General/Admn.

No. PAG(Audit-II) UP/Admn/ TR- 841

Date: 23.07.2020

Copy for information and necessary action to:

1. Sr. DAG/AMG-I, II, III, O/o the PAG (Audit-II) U.P., Lucknow
2. Sr. DAG/AMG-IV O/o the PAG (Audit-II) U.P., Lucknow, Branch at Allahabad
3. Secretary to PAG (Audit-II) U.P., Lucknow
4. SAO/GD, SAO/PC, SAO/Report, SAO/ITA and IT cell, O/o the PAG (Audit-II) U.P., Lucknow
5. SAO/Programme, AMG-I, II, III, O/o the PAG (Audit-II) U.P., Lucknow
6. Notice Board

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23/7/20

Sr. Audit Officer/Admn.