



महालेखाकार (ले एवं ह) का कार्यालय, तेलंगाना, हैदराबाद – 500004
OFFICE OF THE ACCOUNTANT GENERAL (A&E), TELANGANA,
HYDERABAD – 500 004

AG (A&E)/TS/Admn. I/U-I/COVID-19/8-340/2020-21/

Dated 2nd July, 2020

Office Order No.13

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

In the Office Order No. 04 dated 20.05.2020 measures to contain the spread of COVID-19 and instructions on regulation of attendance of the staff members were issued. Further, it is noticed that the number of COVID-19 positive cases are increasing rapidly in Telangana state and GHMC area in particular where the IA&AD offices are located. Many officials in various Central Government Ministries/Departments have been tested COVID-19 positive. It has been reported that some of the staff members of this office and other sister offices located in this complex have also been tested COVID-19 positive. Therefore, the responsibilities to protect ourselves and each and every official have thus become imperative to prevent further from spread of disease.

In order to contain the spread of COVID-19, it has been proposed that the entire offices of the PAG (A&E) Andhra Pradesh and AG (A&E) Telangana shall remain closed from 3rd July 2020 to 5th July 2020 to undertake thorough disinfection of the entire blocks of both A&E offices (A, E & F Blocks.)

The following additional instructions are hereby issued for strict compliance of the staff members:

- i. Any official with a mild cold/cough/fever or flu-like symptoms needs to stay at home under intimation to their Controlling Officer.
- ii. Officers/Staff residing in containment zone shall not attend office and shall continue to work from home until containment zone is de-notified.
- iii. Face mask has to be worn at all times inside the office premises. Administrative action will be initiated against such officials if found without wearing a mask.
- iv. Face to face meetings/discussions/interactions may completely be avoided and minimum social distancing shall be maintained.

- v. All the officers and officials are instructed to be available on telephone and electronic means of communication at all times.
- vi. The officials, who have been tested COVID_19 positive, are instructed to remain in self home quarantine for 14 days w.e.f. his/her last day of attendance in the office and shall furnish a copy of test report to this office.
- vii. The officials who came into direct contact with the affected persons shall undergo self home quarantine compulsorily as per Ministry of Health & Family Welfare guidelines dated 04.06.2020 and closely monitor their health for 14 days. These officials shall undergo testing as per ICMR protocol.
- viii. The other officers/officials, who were in indirect contact with the affected persons, shall monitor their health closely. In case they develop any of the symptoms of COVID-19 as notified by M/o Health, they shall also undergo COVID 19 tests and shall inform this office from time to time.

All other the instructions issued vide Office Order No.4 dated 20th May, 2020 shall remain in force until further orders.

The office will resume functioning from 06.07.2020 onwards.

This issues with the approval of the Accountant General.



Sr.Dy.Accountant General (Admn.)

To:

1. All Staff members of O/o PAG (A&E) A.P & O/o AG(A&E) Telangana
2. C-EDP to upload on Office website

Copy to:

1. Director General (GA), O/o The Comptroller and Auditor General of India, 9 - Deendayal Upadhyaya Marg, New Delhi-110124 for information.
2. Principal Director (HQ), O/o The Comptroller and Auditor General of India, 9 - Deendayal Upadhyaya Marg, New Delhi-110124 for information.