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

CIRCULAR NO.16

No. PDA(C)/ Admn/ Unit - I/ 11-04/ 2021-22/ 166

Date: 07-02-2022

Sub:

Preventive measures to contain the spread of COVID-19- attendance of

officials' reg

As per Headquarters circular No. 30-Estates/11-2020 dated 06-02-2022 and as per Department of Personnel, Public Grievances and Pensions, Department of Personnel & Training, O.M dated 06th February 2022, in view of the decline in the number of COVID cases and positivity rate, staff at all levels, without any exemption, shall attend office on regular basis with immediate effect. All staff shall wear masks at all times and continue to follow covidappropriate behaviour strictly.

(Vide Orders of PDA(C) dated 07-02-2022)

Sr.Audit Officer/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