

रक्षा लेखा नियंत्रक का कार्यालय, उदयन विहार, नारंगी, गुवाहाटी78117-1 Office of the Controller of Defence Accounts, Udayan Vihar, Narangi, Guwahati-781171

Fax: 0361-2640204, Phone: 0361-2640394, 2641142 e-mail: Cdaguwadmin1a.dad@hub.nic.in



IMPORTANT CIRCULAR No. 18 (For all sections of Main Office CDA Guwahati and Sub-Offices under CDA Guwahati Organisation)

Subject: <u>Preventive measures to contain the spread of Novel Corona Virus</u>
(Covid-19): Attendance of Central Government officials regarding

Reference: 1. HQrs Office Circular No. F. No. Estt-coord/3012/Circular/Vol-III/Covid dated 7/02/2022

2. DoPT OM No. 11013/9/2014-Estt. A-III dated 6th February, 2022.

With reference to HQRs Office letter and DOPT OM No. cited above, it is requested to all sections/Officer In-Charge of Sub Offices under CDA Guwahati Organisation to ensure that all employees at all levels without any exemption, shall attend office on regular basis with effect from 7th February 2022. It is also requested to ensure that all employees wear masks at all times and continue to follow Covid appropriate behaviour strictly.

File No. No.AN/IA/39/Corr/Covid-19/Vol-I

Dated:

8/02/2022

Sd-

(N.K. Biswas, IDAS) Dy Controller (AN)

N.O.O.

Copy to:

The Officer in Charge IT &SW (Local)

,..... For uploading the same on CDA Guwahati

Official website.

(Debapriya Das)

Accounts Officer (AN)