

GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

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No.A.49011/12/2020/DPAR/CCD(2)

Puducherry, dated 22.03.2020

I. D. NOTE / OFFICE MEMORANDUM

Sub: Public Services – Preventive measures to contain the spread of Novel Coronavirus (COVID-19) – Reg.

Ref: This Department's I.D. Note / Office Memorandum of even number dated 21.03.2020.

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In partial modification of the instructions contained in the I.D. Note / Office Memorandum cited on the subject mentioned above, the following further instructions are issued:-

- (1) Administrative Secretaries / HoDs shall draw up a roster of staff (all Officers and employees including Consultants / Contract and Outsourced employees) who are required to render essential services within each Department / Office / PSU. They alone shall be asked to attend Office from 23.03.2020 to 31.03.2020. In other words, the Offices should function with skeletal staff. This shall apply to all Offices irrespective of the staff strength.
- (2) These instructions shall not apply to Departments / Offices / PSUs listed under item 2 (2) in the reference cited, which are engaged in essential / emergency services.

2. All other conditions remain unchanged.

/ BY ORDER /



(V. JAISANKAR)

UNDER SECRETARY TO GOVERNMENT

To

All Secretariat Departments / Heads of Departments / Offices / PSUs / Autonomous Bodies.

Copy to:-

1. The Development Commissioner / all Secretaries / Special Secretaries to Government, Puducherry.
2. The Secretary to Chief Minister, Puducherry
3. The Special Secretary to Lieutenant Governor, Puducherry.
4. The Collector, Puducherry / Karaikal.
5. The Regional Administrator, Mahe / Yanam.
6. The Private Secretary to Chief Secretary, Puducherry.
7. Stock file / C.R.B.