



कार्यालय: रक्षा लेखा प्रधान नियंत्रक  
OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS  
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AN/I/GEN/CORR

MOST IMPORTANT CIRCULAR  
(Through Website)

Dated 17.06.2020

To  
All GO (MO), Officer In Charge of Sub offices,  
All SAOs and Sections of MO

Sub : Preventive Measures to contain spread of Novel Coronavirus (COVID-19)

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It has come to notice that COVID-19 infection is increasing steadily in Bangalore. As such the competent authority has decided the following for strict compliance of all concerned.

- (A) The Group Officers in MO / Officer in Charge of the Sub offices concerned may ensure that only 50% of officer and Staff below the level of Dy Secretary may attend the office and the remaining should work from home. This shall be in force up to 03.07.2020. The officials who are working from home on a particular day should make themselves available on telephone and other electronic means of communication and when ever required they should attend office. It may be ensured that no work is delayed consequent on following the roster. Group Officers in MO/Officer in Charge of the Sub offices may prepare a roster and ensure that the above instructions are complied with. The pay bills & DOLPHIN monthly closure should be completed at an early date. List may be prepared for the work that can be done from home.
- (B) One of the most important instruments to fight against spread of COVID-19 is usage of Arrogya Setu App. Instructions/guidilines issued vide DOP&T vide OM F.NO. 11013/9/2014-Estt(A-III) dated 29.04.2020, regarding use of Arrogya Setu App are reproduced below for compliance of all concerned.

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- i) All officers/Staff working under them should install Arrogya Setu App in their mobile phones immediately.
- ii) Before starting to office they must review their status on Arrogya Setu App and commute only when the App shows **Safe or Low Risk staus.**
- iii) The officers/staff may be advised that in case the App shows that he/she has moderate or high risk calculated on the basis of Bluetooth proximity, he/she should not come to office and self isolate for 14 days or till status becomes safe or low risk.

(C) All other instructions issued vide this office circulars of even No from time to time regarding preventative measures to fight COVID 19 may be followed with due diligence.



DCDA(AN)