

I/835/2022



Central Pollution Control Board
(Ministry of Environment, Forest & Climate Change, Govt. of India)
Parivesh Bhawan, East Arjun Nagar,
Delhi – 110032.

the 04th January, 2022

OFFICE MEMORANDUM

Sub.: - Preventive measures to be taken to contain the spread of Novel Coronavirus (COVID – 19) – Attendance regarding.

This refers to O.M. Number F. No. 11013/9/2014-Estt.A.III dated 03.01.2022 issued by Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training), GoI (copy enclosed). Accordingly, the undersigned is directed to forward the guidelines issued by DoPT vide O.M. of even number dated 03.01.2022 which will remain enforce upto 31.01.2022 until further orders, whichever is earlier.

02. Further, it is requested to all Divisional Heads/RDs to strictly follow preventive measures issued by the CPCB vide Circular of even number dated 29.12.2021 (copy enclosed).

03. This issues with the approval of the Competent Authority, CPCB.

(Sunil Kumar Anand)
Administrative Officer (P)

Encl: a/a

Distribution:

1. All Divisional Heads
2. All RDs
3. PA to CCB
4. AO to MS
5. D.H. I.T. Division : with a request to upload it on the CPCB website.
6. Notice Boards

I/802/2021



केंद्रीय प्रदूषण नियंत्रण बोर्ड

(पर्यावरण, वन एवं जलवायु परिवर्तन मंत्रालय, भारत सरकार)

परिवेश भवन, पूर्व अर्जुन नगर, दिल्ली – 110032.

29 दिसंबर, 2021

परिपत्र

विषय:- केंद्रीय प्रदूषण नियंत्रण बोर्ड के परिसर में नॉवेल कोरोनावायरस (कोविड-19)/ओमाइक्रोन के प्रसार को रोकने के लिए निवारक उपाय किए जाने के संबंध में।

यह स्पष्ट हो गया है कि कोविड -19 वायरस का एक नया परिवर्त, ओमाइक्रोन प्रत्यक्षतः उभर चुका है जिसे विश्व स्वास्थ्य संगठन के द्वारा चिंता का परिवर्त (वेरिएंट ऑफ कंसर्न) घोषित किया गया है। पिछले कुछ दिनों से राष्ट्रीय राजधानी क्षेत्र, दिल्ली में कोविड-19 मामलों में लगातार वृद्धि हुई है। इसलिए, केंद्रीय प्रदूषण नियंत्रण बोर्ड के सभी कर्मचारियों के लिए यह समय की मांग है कि वे ओमाइक्रोन परिवर्त सहित कोविड-19 के मामलों के प्रसार को नियंत्रित करने के लिए आवश्यक उपाय करें।

02. इस संबंध में, मुझे सभी केंद्रीय प्रदूषण नियंत्रण बोर्ड कर्मचारियों से यह अनुरोध करने का निदेश दिया गया है कि वे पर्याप्त निवारक उपाय किया जाना अनिवार्य रूप से जारी रखें, जैसे;

- कोविड-19 से अधिक सुरक्षा के लिए दोहरा मास्क पहनें।
- केंद्रीय प्रदूषण नियंत्रण बोर्ड के प्रवेश द्वार पर *थर्मल स्कैनिंग* की व्यवस्था की गई है। सभी कर्मचारियों से अनुरोध है कि वे कार्यालय में प्रवेश करने से पूर्व दैनिक आधार पर अपने तापमान की जांच करें।
- कार्यालय और कार्यस्थल में सुरक्षा सुनिश्चित करने की दृष्टि से, केंद्रीय प्रदूषण नियंत्रण बोर्ड के सभी कर्मचारियों, चाहे वे किसी भी संवर्ग के हों, को यह सुनिश्चित करना चाहिए कि उनके मोबाइल फोन में *आरोग्य सेतु ऐप* संस्थापित है। उनसे अनुरोध है कि प्रातः कार्यालय में प्रवेश करते समय सुरक्षाकर्मी को *आरोग्य सेतु* की स्थिति दैनिक आधार पर दिखाएं।
- बार-बार हाथ धोएँ/सैनिटाइजर का प्रयोग करें।
- कर्मचारियों को कम से कम 1 (एक) मीटर की सुरक्षित दूरी बनाए रखनी चाहिए।
- चेहरे को छूने से बचें।
- हमारे परिवार, सहकर्मियों और रिश्तेदारों को कोविड-19 से सुरक्षित रखने के लिए निवारक उपाय आवश्यक हैं।

03. कार्यालयी शिष्टाचार और अनुशासन बनाए रखने के लिए, केंद्रीय प्रदूषण नियंत्रण बोर्ड के सभी कर्मचारियों से अनुरोध है कि वे इन निवारक उपायों का सख्ती से पालन करें।

(सुनील कुमार आनंद)

प्रशासनिक अधिकारी (कार्मिक)

वितरण:

1. सभी प्रभाग प्रमुख
2. अध्यक्ष, केंद्रीय बोर्ड के निजी सहायक
3. सदस्य सचिव के प्रशा. अधि.
4. प्रभाग प्रमुख, सूचना प्रौद्योगिकी प्रभाग: इसे केंद्रीय प्रदूषण नियंत्रण बोर्ड की वेबसाइट और ई-ऑफिस पर अपलोड करने के अनुरोध सहित।
5. सूचना पट्ट
6. कार्यालय आदेश फाइल

I/802/2021



Central Pollution Control Board

(Ministry of Environment, Forest & Climate Change, Govt. of India)
Parivesh Bhawan, East Arjun Nagar,
Delhi – 110032.

the 29th December, 2021

CIRCULAR

Sub.:- Preventive measures to be taken to contain the spread of Novel Coronavirus (COVID – 19)/Omicron, in the premises of CPCB – reg.

It is evident that a new variant of COVID-19 virus namely Omicron has emerged significantly which has been declared a variant of Concern by WHO and there has been a persistent raise in COVID-19 cases in NCT of Delhi during last few days. Therefore, it is need of hour for all employees of CPCB to take requisite measures to control the spread of COVID-19 cases including Omicron variant.

02. In this regard, I am directed to request all CPCB employees to continue to take adequate preventive measures which are mandatory such as;

- Wearing of double mask, which is more protectable from COVID-19.
- Provision for *Thermal Scanning* which is made available at the entrance point of CPCB. All employees are requested to get it check their temperature on daily basis before entering the office.
- **With a view to ensure in safety in offices and work places, all employees of CPCB irrespective of any cadre should ensure that *Aarogya Setu App*. is installed in their Mobile Phones. They are requested to show the status of *Aarogya Setu* to security guard on daily basis when they enter the office in Morning.**
- Frequently washing of hands/use of sanitizers.
- Employees should maintain social distancing at least 1(one) meter.
- Avoid touching face.
- Preventive measures are necessary to keep our families, colleagues and relatives protected against COVID-19

03. To maintain official decorum and discipline, all employees of CPCB are requested to strictly follow these preventive measures.

(Sunil Kumar Anand)
Administrative Officer (P)

Distribution:

1. All Divisional Heads
2. PA to CCB
3. AO to MS
4. D.H. I.T. Division : with a request to upload it on the CPCB website and e-office.
5. Notice Boards
6. Office Order File

F.No.11013/9/2014-Estt.A-III
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

North Block, New Delhi

Dated the 3rd January, 2022.

OFFICE MEMORANDUM

Subject: Preventive measures to contain the spread of Novel Coronavirus (COVID-19) - Attendance of Central Government officials regarding.

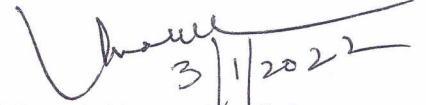
Reference : MHA Order No.40-3/2020-DM-I(A) dated the 27th December, 2021.

In view of the initial signs of surge in cases of COVID-19, the matter regulating attendance of Central Government employees has been reviewed and it has been decided as under, with immediate effect till 31st January, 2022 :-

- (i) Physical attendance of Government servants below the level of Under Secretary shall be restricted to 50% of the actual strength and the remaining 50% shall work from home. A roster may be prepared accordingly by all the Departments concerned.
- (ii) All officers of the level of Under Secretary & above are to attend office on regular basis.
- (iii) Persons with Disabilities and Pregnant women employees shall be exempted from attending office but are required to work from home.
- (iv) The officers / staff shall follow staggered timings, to avoid over-crowding in offices, as indicted below:
 - (a) 9.00 A.M. to 5.30. P.M.
 - (b) 10.00 A.M. to 6.30 P.M.
- (v) All officers/ staff residing in the containment zone shall be exempted from coming to offices till the containment zone is denotified.

- (vi) Those officers/ staff who are not attending office and working from home shall be available on telephone and other electronic means of communication at all times.
- (vii) Meeting, as far as possible, shall be conducted on video-conferencing and personal meetings with visitors, unless absolutely necessary in public interest, are to be avoided.
- (viii) All Officers/Staff have to ensure strict compliance with covid-appropriate behavior viz. frequent washing of hands/ sanitization, wearing a mask/ face cover, observing social distancing at all times.
- (ix) Proper cleaning and frequent sanitization of workplace, particularly of the frequently touched surfaces may be ensured. HoDs may also ensure non-crowding in corridors, canteens etc.

2. All Ministries/ Departments / Offices as well as the Central Government employees are directed to ensure strict compliance of instructions on COVID-appropriate behavior issued by MHA, MoH&FW and DoP&T from time to time.



(Umesh Kumar Bhatia)

Deputy Secretary to the Government of India

Tel 2309 4471

To

1. All the Ministries/Departments, Government of India
2. PMO / Cabinet Secretariat.
3. PS to Hon'ble MoS(PP).
4. PSO to Secretary (Personnel).
5. Sr. Tech. Director, NIC, DoP&T – for uploading on website.