

25013/03/2020Adm.I  
Government of India  
Ministry of Health and Family Welfare  
Directorate General of Health Services  
[Administration-I Section]

Nirman Bhawan, New Delhi.  
Dated the 23rd. April, 2021

**Office Memorandum**

**Subject:** Preventive measures to be taken by Dte. GHS, Government of India for containment of COVID-19 - reg.

The undersigned is directed to enclose herewith, a copy of Ministry of Health and Family Welfare **O.M. No. Z-28015/16/2020-Estt.I** dated **19.04.2021** on the subject noted above for compliance in Dte. GHS also.

Encl.: As above.

Yours faithfully,

Signature Not Verified  
Digitally signed by  
ARINDAM BANERJEE  
Date: 2021.04.23 09:58:12  
IST

(Arindam Banerjee)  
Deputy Director (Genl.)  
Tel. No. (011)-23063539

To,

All Officers and Officials of Dte. GHS through e-mail.

Copy to,

1. Sr. PPS to DGHS.
2. DD(G) for uploading on DGHS website.

No. Z-28015/16/2020-Estt.I  
 Government of India  
 Ministry of Health and Family Welfare  
 (Department of Health and Family Welfare)  
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Nirman Bhawan, New Delhi  
 Dated the 19<sup>th</sup> April, 2021

**OFFICE MEMORANDUM**

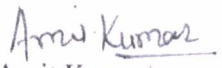
**Subject:** Preventive measures to be taken by Ministry of Health and Family Welfare, Government of India for containment of COVID-19 – reg.

In light of the recent surge in the number of COVID-19 cases across the Country including Delhi/NCR, it has been decided to take the following precautionary measures in addition to the measure already suggested vide OM of even no. dated 26.03.2021 and 15.04.2021:

(i) Officers of the level of Under Secretary or equivalent and below be allowed to work from home also and their physical attendance in office be restricted to 50% of the actual overall strength. Rosters for their attendance to be prepared by concerned Divisional Heads. Divisional Heads can, however, call for more than 50% physical attendance of any of the categories of officials in their wings, if required due to administrative exigencies.

(ii) All officers of the level of Deputy Secretary/Director, equivalent and above are to attend office on regular basis.

2. The above instructions / guidelines shall come into effect immediately and **will remain in force until further order.**

  
 (Amit Kumar)

Under Secretary to the Govt. of India  
 Telefax: 23061323

To  
 All the JSs/EAs of this Ministry (through e-Office)

Copy to:

- i. Addl. PS to HFM/PS to MoS (AKC)
- ii. Sr. PPS to Secretary
- iii. PPS to DGHS/PPS to AS&FA/Sr. PPS to AS(II)/Sr. PPS to AS&MD
- iv. Director (Admn.), Dte. GHS for necessary action
- v. DS (Admn.), DHR