

भा.कृ.अ.प.-राष्ट्रीय उष्ट्र अनुसंधान केन्द्र, बीकानेर
I.C.A.R.- National Research Centre on Camel, Bikaner

क्रमांक : NRCC/Adm./E/ 06(02)/कोरोना वायरस /2020/ 170

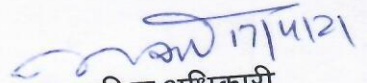
दिनांक : 17.04.2021

पृष्ठांकन

भारतीय कृषि अनुसंधान परिषद, नई दिल्ली से कार्यालय आदेश प्राप्त हुए हैं जिसकी प्रति केन्द्र के सभी सम्बन्धितों को सूचनार्थ एवं आवश्यक कार्यवाही हेतु अग्रेसित किये जाते हैं।

S.N.	Office Order No. & Date	Subject
1.	Admn.33-1/2020-Estt.1 dated 15.04.2021	परिषद में पिछले कुछ दिनों से कोविड के मामलों में वृद्धि के देखते हुए, परिषद द्वारा निर्णय लिया है कि कोविड संक्रमण के प्रसार की जांच / रोकथाम करने के उद्देश्य से अगले आदेश तक आदेश में अंकित दिशा-निर्देशों का तत्काल प्रभाव से पालन किया जाए।

यह पृष्ठांकन निदेशक महोदय की अनुमति प्राप्त कर जारी किया गया है।


प्रशासनिक अधिकारी

वितरण :

1. श्री राम कुमार पी.एस. - केन्द्र के सभी अधिकारियों/कर्मचारियों को सूचनार्थ, मार्गदर्शनार्थ एवं आवश्यक कार्यवाही हेतु ईमेल के द्वारा परिचालित।
2. सभी प्रभारी अधिकारियों को ईमेल के द्वारा परिचालित।
3. प्रभारी सम्पदा से अनुरोध है कि वे भी केन्द्र में सभी प्रोजेक्ट/सविंदा/ठेके पर कार्यरत कर्मचारियों को भी उपरोक्त की पालना हेतु निर्देशित करें।
4. केन्द्र के नोटिस बोर्ड - कार्यालय भवन / प्रयोगशाला भवन
5. श्री दिनेश मुजाल, स.मु.त.अ. को केन्द्र की वेबसाइट पर अपलोड करने हेतु।



भारतीय कृषि अनुसंधान परिषद
INDIAN COUNCIL OF AGRICULTURAL RESEARCH

कृषि भवन डॉ. राजेन्द्र प्रसाद मार्ग, नई दिल्ली-110001
Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001

F.No. Admn. 33-1/2020-Estt.I

Dated: 15th April, 2021

OFFICE ORDER

Considering the rise in COVID cases over the past few days in ICAR, it has been decided that the following guidelines are to be followed with immediate effect until further orders with the objective to check the spread of infections:

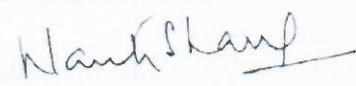
- a. the officers in the level of Deputy Secretary and above or equivalent including Scientists and Technical Personnel shall attend office on a daily basis.
 - b. The Under Secretary and Section Officer or equivalent shall attend the office with 50% attendance on rotational basis.
 - c. For lower staff, a total of up to 33% office strength is to attend office on a given day. Accordingly, a roaster is to be prepared.
 - d. Those officers/officials who have been provided single seater rooms for official work would attend office on all working days.
 - e. Regarding other officials who sit in halls and where more than one official sits, the seating arrangement is to be so decided that distance between seats of the two officials attending office on a particular day is about 10 feet.
 - f. The concerned Divisions/Sections etc. may prepare rosters of officers to attend office and endorse a copy of the same to the administration.
2. The officials exempted from attending office may work from home. Presence of visitors may be curtailed appropriately.
 3. All officers/officials must ensure strict compliance of COVID appropriate behaviour viz frequent washing of hands, use of sanitizers, observing social distancing, wearing of mask, etc. at all times.
 4. All officers/officials above 45 years are advised to get themselves vaccinated along with other eligible family members to effectively contain the spread of COVID-19.
 5. Use of Aarogya Setu app may continue on best effort basis on compatible mobile phones. This will facilitate timely provision of medical attention to those individuals who are at risk.
 6. Meetings, as far as possible shall be conducted on video conferencing. The officers/staff shall follow staggered timings to avoid over-crowding in offices/work places. The concerned Head of Divisions/Sections must ensure non-crowding in corridors, parking etc.

8. All officers and staff residing in containment zone shall be exempt from attending office till the containment zone is de-notified. The staff working from home should be available on telephone and other electronic means of communication.

9. The General Administration Division shall ensure compliance of guidelines on the prevention of COVID-19 issue by the Govt. of India from time to time. Proper cleaning and frequent sanitization of the workplace must be ensured.

10. Biometric attendance shall continue to be suspended and physical attendance registers to be maintained until further orders.

11. Strict compliance of instructions on COVID appropriate behaviour issued by MHA, MoH&FW and DoP&T from time to time should be ensured.


(Namrta Sharma)
Director (Admn.)

Copy for information to:-

1. PS to Hon'ble AM
2. PS to Hon'ble MoS, A&FW
3. Secretary, DoP&T, Govt. of India, New Delhi
4. Directors of all ICAR Institutes for issuing suitable instructions depending on their functional requirements and COVID guidelines /situation in their state.
5. All concerned officers at the ICAR HQ, Krishi Bhawan, KAB-I/KAB-II/NASC (through e-office/email/website)
6. Director (GAC)/DS (GAC), ICAR
7. PSO to DG, ICAR/PPS to DDGs/Secretary, ICAR/FA, DARE/ICAR
8. E-office notice board