



रक्षा लेखा नियंत्रक (सेना)

Controller of Defence Accounts (Army)

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e-mail/Important Circular (Through CDA (Army) Website)

AN/I/1023/Gen/Circular

Dated 07/01/2022

To,

The Officer-in-charge

All Section in Main Office and Sub-Office (under CDA (Army) Meerut)

Sub: Preventive measures to contain the spread of Novel Coronavirus (Covid-19)- suspension of biometric attendance regarding

Ref: DoPT OM F.No. 11013/9/2014-Estt.A-III dated 03/01/2022

With reference to the subject cited above, it has been decided by the competent authority to suspend the marking of biometric attendance in Aadhar Based Biometric Attendance System with immediate effect till 31st January 2022. It is enjoined upon all officers and employees to follow Covid appropriate responsible behavior for the effective containment of its spread. An illustrative list of guidelines in this regard are as follows:-

1. Mandatory Wearing of Mask/Face Cover. Any violation of this shall be viewed seriously and dealt with sternly as per extant instruction on the subject.
 2. Frequent washing of hands/sanitization.
 3. Adherence to social Distancing norms.
 4. Enhanced use of phone/intercom/electronic media, for any official work and sharing of information with other sections/suboffices. Inter section physical movement may be restricted to bare and only for minimum inescapable situations.
 5. It is also advised that while visiting the possible areas of gathering e.g. Wet Canteen & CSD, the above instructions may be followed scrupulously.
- Further it is also directed to all the Officer-in-charge of respective section to ensure that there should be no unwarranted movement of officers/staffs under their jurisdiction. CDA has seen.

Arun Kumar
Sr. Account Officer (AN)