



F.No. Misc.-359(1)/2019-CAO /1416

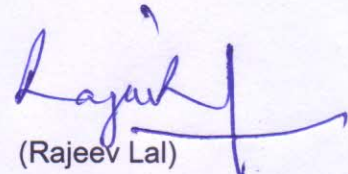
21st August, 2021

OFFICE ORDER

With a rise in Covid-19 trajectory across the country and to prevent massive wave of the pandemic, the Institute had taken preventive measures and issued advisories vide Office Order dated 29th April, 2021 and subsequent dated 5th May, 2021. It is now informed to all concerned that following Covid-19 guidelines are to be strictly observed by all the staff members at ICAR-CIFRI, Barrackpore main office. Regional Research Centre / Stations may observe similar Covid-19 guidelines keeping in view of the guidelines issued by respective State Government / Local administration from time to time:

- 1) The Main Gate of the Institute will be closed after 11:00 a.m. and movement of outsiders / visitors to enter the Institute premises will be strictly prohibited.
- 2) Officials / staff member of the Institute should strictly maintain social distance while they are within Office premises. Movement from one Section / Room to another Section / Room should be strictly avoided unless asked for.
- 3) Employees should avoid using public transport as far as possible. They should use own vehicle, pool car or other safe means of transport.
- 4) Staff are encouraged to bring their own food & necessary items and avoid going out during lunch break as movement of the staff will be restricted at that time. Women staff who have babies to feed or for medical exigencies, exemption is permitted.
- 5) All the staff members are instructed to wear mask compulsorily at all times in the Office premises.
- 6) Sanitization / fumigation of Main Building, Paryavaran Bhawan, Bhagirathi Guest House and Teesta Building will be done every week.
- 7) All Staff member including Contractual Staff and Research Scholars are requested to get vaccinated at the earliest.
- 8) Any staff member showing symptoms of Covid-19 should get themselves isolated, remain at home and inform Office immediately. They should attend office only after receiving RT-PCR Covid negative report.

This issues with the approval of the Competent Authority.


(Rajeev Lal)

Joint Director (Admn.)-cum-Registrar

Distribution :

- 1) All Heads of Divisions /Section-In-Charges / Officer-In-Charges at ICAR-CIFRI, Barrackpore and Outstations / Regional Centres for kind information and wide circulation among the officials and staff members.
- 2) Shri S.K.Sahu, In-Charge, AKMU Cell with a request to upload in the Institute website
- 3) The ACTO to the Director, for kind information of the Director, ICAR-CIFRI, Barrackpore
- 4) In-Charge, Security to regulate entry / exit at the Institute main gate.
- 5) Notice Board