

**OFFICE OF THE
MILITARY ACCOUNTANT GENERAL
Kashmir Road, Rawalpindi Cantt.**

No. /AN/0241-LXII

March, 2020

The Dy. MAG Rawalpindi;
All Controllers.

Subject: PRECAUTIONARY AND PREVENTIVE MEASURES AGAINST THE
SPREAD OF CARONA VIRUS (COVID-19).

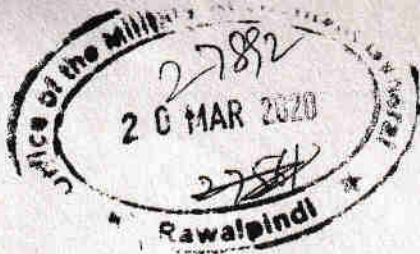
Please find (Printed Overleaf) a copy of Ministry of Interior letter No. 1(I) 2019-DS(S) dated.19/03/2020 on the above subject, received vide Ministry of Defence U.O No. 5/1/D-23/2020, dated. 20/03/2020 for information and compliance please.

sd —
(Muhammad Amjad Haroon)
Accounts Officer(AN-I)
Tele# 051-9270702

No. 195/AN/0241-LXII, Dated. 26 /03/2020
Copy to:-

1. The Section Officer (D-7) Ministry of Defence.
2. ✓ The Accounts Officer (Automation) Local.
3. PS to the M.A.G.
4. APS to the Dy. MAG.
5. APS to the AMAG(M E & A)
6. I.C.O to the A.M.A.G (Admin).

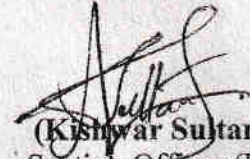

Accounts Officer (AN-I)



GOVERNMENT OF PAKISTAN
MINISTRY OF DEFENCE
(DEFENCE DIVISION)

Subject: - **PRECAUTIONARY AND PREVENTIVE MEASURES AGAINST THE SPREAD OF CORONAVIRUS (COVID-19)**

Kindly find (Printed Overleaf) M/o Interior's O.M. No.1(1)/2019-DS(S) dated 19th March, 2020 on the above cited subject, for information and compliance.


(Kishwar Sultan Ali)
Section Officer (D-23)

1. Military Accountant General, PMAD, Rawalpindi
2. Director General, Survey of Pakistan, Rawalpindi
3. Director General, ML & C Department, Rawalpindi
4. Director General, PMSA, Karachi
5. Director General, FGEI (C/G), Rawalpindi
6. Director General, PASB, Rawalpindi
7. Directorate General, ISI, Islamabad
8. Director Admin, JSHQ, Chaklala, Rawalpindi
9. SD Directorate (SD-1), GHQ, Rawalpindi
10. ACAS (Admin), AHQ, Islamabad
11. ACNS (Admin), NHQ, Islamabad
12. National Defence University, Islamabad
13. Deputy Secretary (Admin), MoD
14. Deputy Secretary (Army-C), MoD

MoD U.O. No. 5/1/D-23/2020, dated 20th March, 2020

Copy to:

- i. SPS to AS-I
- ii. PS to AS-II
- iii. PS to AS-III
- iv. APS to Sr. JS-V
- v. APS to JS-I
- vi. APS to JS-II
- vii. APS to JS-III
- viii. APS to JS-IV
- ix. APS to JS-VII

GOVERNMENT OF PAKISTAN
MINISTRY OF INTERIOR

No. I(L/2019-DS(S))

Islamabad, the 19th March, 2020.

OFFICE MEMORANDUM

Subject: PRECAUTIONARY AND PREVENTIVE MEASURES AGAINST THE SPREAD OF CORONAVIRUS (COVID-19)

As precautionary and preventive measures against the spread of Coronavirus (COVID-19) and to mitigate its adverse effects, the Competent Authority has been pleased to approve "social distancing" of the public sector employees, initially for a period of fifteen (15) days with immediate effect. The Secretary / Additional Secretary (incharge) of all Ministries / Divisions and Heads of Attached Departments / Organizations have been authorized to prepare a strategy and implement the same within their respective domain by adopting following measures:

- i. Identification of essential staff for important tasks and ensuring their presence in office.
- ii. The employees over 50 years of age may be allowed to work from home.
- iii. Employees with illness (flu, fever, etc) or facing health challenges may also work from home.
- ✓ iv. Closure of all Day Care Centers in public offices and allowing the female staff (mothers of the children, kept in Day Care Center) to work from home.
- ✓ v. Closure of all public service delivery offices for public dealings.
- vi. Any other measure essential to ensure social distancing in public offices.

Malik Sher Viki
Deputy Secretary (Security)
Tele: 9702249

All Ministries / Divisions

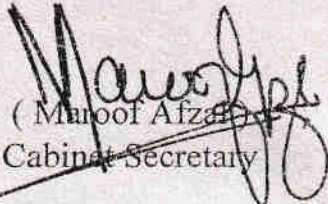
Copy to:

1. P-5 to Secretary to the Prime Minister, P-11, Ministry of Interior, Islamabad
2. Director to Minister for Interior
3. SP-5 to Secretary
4. And to the Secretaries of

285/D-26
20/03/2020

Corporations shall be identified and allowed not to attend office for next 15 days.

8. All official visitors could first be urged to discuss the matters on phone, and only allowed visit, if inevitable.
9. Arrangements may be made at entry points of all public offices for checking the temperature of persons entering in the premises.
10. All non-official visitors shall preferably be dealt at the Reception Desk.
11. The office premises shall be sanitized regularly.
12. Handshakes and social embracing shall be discouraged.
13. Inter-office meetings or discussions shall preferably be done through Video Conferences/Skype. Meetings, if convened at all, shall ensure distance of at least one meter between seats.
14. Hand sanitizers shall be installed at entrance/offices corridors and their use at regular intervals shall be made mandatory.
15. Hand wash at regular intervals shall be encouraged and senior officers shall lead by personal example.
16. Prayers shall preferably be offered individually while Jumma congregation shall be organized with appropriate distancing (at least one meter).
17. Any other measures that may be considered appropriate and essential to ensure "social distancing" in the public offices.


(Maroof Afzal)
Cabinet Secretary

All Secretaries/Additional Secretaries Incharge of the Divisions/
Attached Departments/Autonomous/Semi-Autonomous Bodies/
Corporations.