

OFFICE OF THE ACCOUNTANT GENERAL (AUDIT), BIHAR, PATNA

Estt (Au)/COVID-19/21-22/ C-35

Date- 04.05.2021

OFFICE ORDER

In pursuance of Order of the Home Department, Government of Bihar issued vide memo no. G/Disaster-06-02/2020-3835 dated 04.05.2021 and in terms of instructions issued vide headquarters letter no. 192-Estate/11-2020 dated 19.04.2021, **Office of the Accountant General (Audit), Bihar, Patna shall remain closed with effect from 05.05.2021 to 15.05.2021.** In this regard following instructions are issued:-

1. All officers/officials shall work from home during this period. In this regard, all branch officers, Sr. AOs and sectional heads are again directed to assign the work to the officials working from home and monitor it effectively.
2. Any official work of critical nature if it arises, the matter shall be brought to the notice of Dy. Accountant General/Accountant General immediately and action as necessary should be taken.
3. Any online training programme being conducted by Training and Exam section shall continue to be conducted.
4. Caretaking staff, House-keeping and Security staff shall ensure adequate watch and ward and other essential services such as hygiene, sanitation and cleanliness in the office premises.
5. Officers/officials who are working from home should be available on telephone and electronic means of communication at all the times. Any officer/official may be called to attend the office depending on work requirements.
6. Any officer/official shall not leave the station without prior approval of the competent authority.
7. All officers/officials shall observe COVID appropriate behavior strictly.

This issues with the approval of the Accountant General.

Sd/-

Dy. Accountant General (Admn)

No. Estt (Au)/COVID-19/21-22/44-45

Date: 04.05.2021

Copy for information and necessary action to-

1. Additional Deputy Comptroller & Auditor General (Eastern Region), O/o the CAG of India, 9 Deen Dayal Upadhyaya Marg, New Delhi-110 124
2. Director General (HQ), O/o the CAG of India, 9 Deen Dayal Upadhyaya Marg, New Delhi- 110 124
3. Secretary to Accountant General (Audit), Bihar, Patna.
4. All Group Officer's Secretariat.
5. Secretariat of Dy Director/Central Sector.
6. Sr. Audit Officer/All Controlling AMG/Sections.
7. Office Order file.
8. Notice Board and WhatsApp Group of all associations.

Sd/-

Dy. Accountant General (Admn)