

नर्मदा नियंत्रण प्राधिकरण

जल शक्ति मंत्रालय ,जल संसाधन नदी विकास एवं गंगा संरक्षण विभाग ,भारत सरकार



Narmada Control Authority

Ministry of Jal Shakti, Department of Water Resources, RD & GR, Govt of India

नर्मदा सदन, स्कीम 74 सी, विजयनगर, इंदौर-452010 (म. प्र)

Narmada Sadan, Scheme 74C, Vijaynagar, Indore-452010(M.P)



F.No-NCA/Admin/20-21/01.

20 April 2020

OFFICE MEMORANDUM

SUBJECT : REOPENING OF OFFICE

In pursuance of the Ministry of Home Affairs (MHA), Govt. of India, Order No.40-3/2020-DM-I(A) dated 15.04.2020 (copy attached) it is hereby directed that all offices of NCA at Indore and at regional Offices will reopen on 20.4.2020 and officers and staff of all grades/rank will attend office from as per MHA Guidelines dated 15.04.2020. Concerned Wing/Unit Heads shall ensure adequate sanitisation and availability of sanitisers of approved make and quality to all Officers and staff under their jurisdiction.

In view the fact that public transportation system will not be functional, the concerned Heads at NCA HQ and regional offices may facilitate movement of officers and staff to the extent possible. Whereas all the officers of the level of Deputy Secretary (Level 12 in the Pay Matrix Level) and above have to come to office, in case of other officers and staff, the concerned Wing/Unit Heads may also allow them to work from their homes/office, selectively ensuring that the works of urgent nature do not get affected at all.

Further, the National Directives for Covid-19 management (Annexure-I of the Establishments (Annexure II of MHA Order No. 40-3/2020-DM-I(A) dated 15.04.2020) and any other directions issued by MHA and MoHFW and the concerned local Administration in this regard from time to time shall be strictly followed. Further action including issue of further orders as deemed necessary would be taken up by the concerned Wing/Unit Heads for offices under their jurisdiction.

This issues with the approval of Executive Member, NCA.

(SUMAN SINHA)

SECRETARY

- Member Power / Member Civil / Member E&R
- Finance Officer
- Deputy Director Liaison / Deputy Director Civil / Deputy Director TC/ Deputy Director Admin /Deputy Director R&R