



No. BSNL/Admn-1/27-3/2005(pt-II)

Dated: 5th Jan., 2022

OFFICE ORDER

To

The CGMs,
All Territorial, Non-Territorial and Metro Districts,
BSNL Circles.

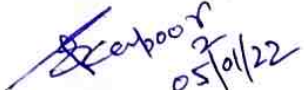
Subject: Preventive measures to contain the spread of Novel Corona virus (COVID- 19) - Regarding.

In reference to the subject cited above, an alarming increase in the positive Covid-19 cases is being observed in the whole country. DOPT has issued the guidelines to suspend biometric attendance and to follow the COVID protocols strictly. Circular dated 04.01.2022 issued by this office regarding suspension of biometric attendance is available on Intranet.

To contain the spread of Corona Virus, please ensure the following measures may be followed strictly in all offices, premises and residential colonies of BSNL:

- 1) Make it mandatory for all Officers and Officials of BSNL to wear the masks at all times and it should be monitored strictly.
- 2) All officers and officials of BSNL should be strictly informed to follow COVID protocols and not to roam here and there.
- 3) Wash/clean the hands with soap/sanitizer frequently.
- 4) Ensure social distancing everywhere. Physical gatherings in offices/premises should be avoided.
- 5) Meetings should be avoided as far as possible and electronic means like e-mails, video-conferencing, etc. should be used for office working and for all types of communications.
- 6) All working places should be sanitized regularly.
- 7) Visitors without wearing the masks should not be allowed to enter into the premises of BSNL and there should be proper arrangements for sanitization of hands of visitors at the entrances of BSNL premises.
- 8) Thermal scanning may also be used invariably at the entrances.
- 9) All guidelines issued by Govt. of India from time to time may be followed strictly.

This is issued with the approval of the Competent Authority.


(Sandeep Kapoor)
AGM (Admin)

Copy to:

- 1) PPS to CMD, BSNL.
- 2) PSs to All Directors of BSNL Board and CVO, BSNL.
- 3) All Unit Heads of BSNL Corporate Office to ensure the strict following of above guidelines in their sections/units.
- 4) All Employees of BSNL are requested to follow the above mentioned measures strictly.