

Government of India
Department of Atomic Energy
Raja Ramanna Centre for Advanced Technology

PO: CAT
Indore – 452 013

Ref. No. 14/05/2020-GAC/2441

July 01, 2020

Sub: Preventive measures to contain spread of Novel Coronavirus (COVID-19)

In supersession of circular No. 14/05/2020-GAC dated 26.05.2020 on the above subject and in accordance with DAE circular No. 16/6/2020-SCS/COVID-19/4502 dated 01.07.2020 and Order Nos. 2056-2057/सी.ए.डी.एम/2020 dated 27.06.2020 issued by District Collector, Indore, employees of RRCAT, are hereby instructed to attend office as mentioned below with effect from 02/07/2020:

1. All staff and officers of the Centre shall attend office on all working days with special emphasis on the additional directives for work places stipulated in Annexure-I of MHA No. 40-3/2020-DM-I(A) dated 29.06.2020.
2. Those residing in containment area/localities with movement restrictions are exempted from attending office till movement restrictions remain in force.
3. Employees attending office shall observe staggered timing in following three shifts:
General Shift 1 : 08:30 - 1700 hrs;
General Shift 2 : 09:00 - 1730 hrs &
General Shift 3 : 09:30 - 1800 hrs.
4. The shifts for the employees will be allotted by respective Group Directors and functional heads in one third manner of their total respective employees in each shift so as to avoid crowding and ensure social distancing at colony gate and guard house.
5. All employees are required to follow COVID-19 related precautions and guidelines issued from time to time by Ministry of Home Affairs and local administration.
6. The officers awarding contract should ensure that the contractor is adhering to all COVID-19 related precautions in respect of contract workers of the contractor while working in the office premises at all times.
7. Above directions will come into effect from 02/07/2020 upto 31/07/2020 or until further orders whichever is earlier.

This issues with the approval of Director, RRCAT.


(Shailaja Prakasam)
Chief Administrative Officer

All officials through mail all

Copy for information to:

1. Joint Secretary (A&A), DAE, Mumbai
2. All Heads of Division/Independent Sections, RRCAT
3. Dy. Commandant, CISF Unit, RRCAT
4. DCSO, RRCAT
5. In-charge, RMC, RRCAT
6. District Collector & District Magistrate, Indore – for kind information