



दक्षिण पूर्व मध्य रेलवे
SOUTH EAST CENTRAL RAILWAY
बिलासपुर Bilaspur-495 004 (C.G.)



कार्यालय प्रधान मुख्य कार्मिक अधिकारी
OFFICE OF THE PRINCIPAL CHIEF PERSONNEL OFFICER

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No: P-HQ/RUL/125/3(Vol.II)/9053

Dated: 26.05.2020

PHODs/CHODs
CAO(Con), DRMs
CWMs, Chairmen RRB/RRC
South East Central Railway
BILASPUR / RAIPUR / NAGPUR

Sub: Preventive measures to contain the spread of COVID -19 pandemic
Ref: i) Letter No. P-HQ/RUL/125/3(Vol.II)/8904 dated 18.04.2020
ii) Letter No. P-HQ/RUL/125/3(Vol.II)/8941 dated 04.05.2020

In terms of the Guidelines annexed to orders dated 17.05.2020 of Ministry of Home Affairs, the delineation of Red, Green and Orange Zones will be decided by the respective State and UT Governments, after taking into consideration the parameters shared by MoHFW. Similarly, within the Red and Orange Zones, Containment Zones and Buffer Zones will be demarcated by the District authorities as per the guidelines of MoHFW. State Governments/District Administrations periodically notifies the delineation on review.

The administrative offices of SECR are functioning with 50% staff primarily to ensure maintenance of social distancing as a measure to contain the spread of COVID 19. In terms of para 3 of this office letter dated 18.04.2020 it was directed that staff who area residing in containment zones/clusters as demarcated by the State Government /District Administration will not attend office. Similarly in terms para 10.8 of this office letter dated 04.05.2020, it is the duty and obligation on the part of every employees that they on their own volition will inform the administration if they themselves or any member residing with him happen to travel out of the State/district during the period when such travel restrictions prevail promptly on its occurrence.

Employees working under you may be advised to refrain from attending the office if their residence falls within the geographical jurisdiction of containment zones notified by the State Government/District Administration from time to time.

Additionally, Head of each office may ensure to collect the residential address of all employees working under them, if not already available, and ensure that no employee residing in the notified Containment Zone is attending the office. All such staff shall be working from home till the area is de-notified with the stipulation that they shall be available on telephone and electronic means of communications during the office hours.

(Sukhbir Singh)

Principal Chief Personnel Officer

Copy to : Secretary to GM for kind information of General Manager
AGM for kind information.