

THE STATE TRADING CORPORATION OF INDIA LTD., NEW DELHI
PERSONNEL DIVISION
(IR Section)

STC/CO/PER/IR/02005(Vol-II)/2006

04th June 2020

CIRCULAR No.IR/15/2020

Sub: Preventive measures to contain the spread of COVID-19

In compliance of MHA's Order No. 40-3/2020-DM-I(A) dated 30.05.2020 extending the lockdown period upto 30.06.2020 in containment zones w.e.f. 01.06.2020 and in continuation to DoPT's OM No.11013/9/2014-Estt.A.III dated 18.05.2020 to regulate the attendance in Central Government Offices for officers and staff, it has been decided that the instructions issued vide STC's Circular No. IR/13/2020 dated 20.05.2020 shall continue to remain in force till further orders.

2. The employees due to certain reasons not able to attend office as per duty roster are advised to get their leave applications approved from their respective controlling officers before proceeding on leave.
3. For enabling implementation of social distancing and prevention of spread of COVID-19 at workplaces, all instructions contained in MHA/DoPT orders and their annexures need to be followed scrupulously.
4. This issues with the approval of the Competent Authority.


(S. K. Meena)

Jt. General Manager (Pers.)

By E-mail:

- Exe. Secy. to CMD
- Exe. Secys. to Directors/CVO
- PS to CFO
- All CGMs/GMs
- Divisional Heads, CO
- All Branch Managers

Copy to

- DGM(F)(A&E), CO
- GS, STC Officers' Association
- GS, STC Employees' Union
- GS, SC/ST Employees' Association
- Notice Board
- Website