

Eastern Railway
(Personnel department)
17, N. S. Road, Kolkata - 700 001

No.: E.740/G/PCPO/Coronavirus/COVID-19

Kolkata, Dated: 19/05/2020

All PHODs/DRMs/CWMs
Eastern Railway

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

Ref: 1. Railway Board's letter No. 2020/Safety/DM/6/14, dated 18/05/2020.
2. DoP&T's OM no. 11013/9/2014-Estt.A.III, dated 18/05/2020.
3. Govt. of West Bengal's order no. 177-CS/2020, dated 18/05/2020.
4. This office letter of even number dated 19/04/2020.

A copy of Railway Board's letter quoted under reference at (1) along with its enclosures, containing Union Home Secretary's order bearing no.40-3/2020-DM-I(A), dated 17/05/2020 together with M/o Home Affairs (MHA)'s Guidelines on lockdown, is sent herewith for information and further necessary action. As per MHA's said instructions, lockdown has further been extended upto 31st May, 2020.

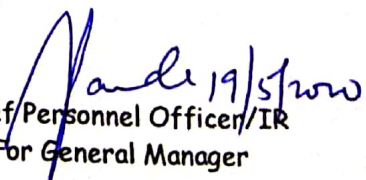
In terms of letters under reference (1), (2) and (3) and in partial modification of the order communicated vide letter under reference (4), Eastern Railway Headquarters/Division offices may function with full attendance of officers of JAG and above, as hitherto. For regulating the attendance of remaining officers and staff respective PHODs/DRMs may prepare a roster so as to ensure that 50% of officers and staff attend office on every alternative day. Those officers and staff who are not required to attend office on a particular day, shall work from home and should be available on telephone and electronic means of communications at all times. While preparing roster, office attendance timings may be staggered as far as feasible.

All essential activities as per extant orders will continue, as hitherto, including in Containment Zones demarcated by the State Government.

All other relevant instructions issued from time to time by this office still hold good.

These instructions will be in force with immediate effect and will be reviewed by the administration in due course.

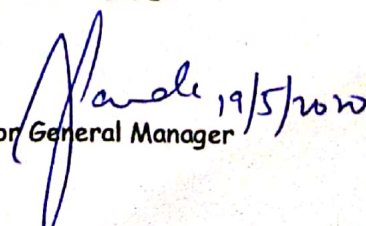
Encl.: As above.


Chief Personnel Officer/IR
For General Manager

Copy to:

GS/ERMU, GS/ERMC, President/AIOBCREA/ER and Zonal Secretary/AISCSTREA/ER

Encl.: As above.


For General Manager