

**F.No. 5-149/2020/GA**  
अंडमान तथा निकोबार प्रशासन  
**ANDAMAN AND NICOBAR ADMINISTRATION**  
**सचिवालय / SECRETARIAT**

Port Blair, dated the 22<sup>nd</sup> March, 2020

**ORDER for COVID-19**

As a mark of precaution in the wake of the threat from the Novel Coronavirus Disease (COVID-19), the UT Administration had decided to implement **“work from home”** from 20<sup>th</sup> March, 2020 till 26<sup>th</sup> March, 2020.

2. On account of the existing situation, it has been decided that all the employees of the UT Administration of Andaman and Nicobar Islands shall **“work from home”** till 31<sup>st</sup> March, 2020 (Tuesday) with the exception of the operational staff of Departments rendering essential services i.e. Health, Police, Transport, Civil Supplies, Electricity, Sanitation, Water Supply, Civil Aviation, Fire Services, Shipping, PMB and Disaster Management.

3. For all other Departments, not mentioned in para 2 above, only those employees whose presence in offices is essential, as determined by Secretary/ HoD of concerned Department, may be called to office.

4. The officials who are working from home shall be available on their mobile phones/landline and on being called to the office, shall immediately come to the office for urgent official work. They shall not leave the station and this period shall not be considered as leave.

5. In so far as Secretaries/HoDs to the UT Administration are concerned, it is left to the discretion of the concerned officer to operate from office or home.

6. This Order will be reviewed on 29<sup>th</sup> March, 2020.

7. This issues with the approval of Competent Authority.

  
Secretary (GA)

To

1. The Chief Secretary, A&N Administration for kind information.
2. All Principal Secretaries/Commr-cum-Secretaries/Secretaries, Joint Secretaries A&N Administration for kind information.
3. All Deputy Commissioners, South Andaman/Nicobar/North and Middle Andaman.
4. All Head of Departments, A&N Administration.
5. The Director of Health Services, A&N Administration.
6. The Director, Doordarshan, Port Blair.
7. The Director, All India Radio, Port Blair
8. The Chief Editor, The Daily Telegrams, Port Blair.
9. The Director, Press Information Bureau (PIB), Port Blair.
10. The Deputy Director (IP&T) for circulation among all the private newspapers.

Copy to :-

1. The Secretary to Hon'ble LG, Raj Niwas, Port Blair for kind information.

  
Secretary (GA)