

**Prasar Bharati**  
**(India's Public Service Broadcaster)**  
 Prasar Bharati Secretariat  
 Prasar Bharati house: Copernicus Marg,  
 Mandi House: New Delhi: 110001

e-12026

No. D-13023/02/2019-20/GA-I

Date 06.11.2020

Office Memorandum

Subject:-Commencement of meeting with messages on Covid-19 related precautions-reg.

Ref : DOPT OM -110013/09/2014-Estt.AIII dated 14.10.2020

Reference to above cited subject, an OM of DOPT has been issued for "Commencement of meetings with messages on COVID-19 related precautions", that all Central Government offices shall ensure that every meeting commences with messages on Covid-19 related precautions, so as to to sanitize officers and staff about the pandemic. The messages may be focused on creation of awareness relating to wearing of masks, physical distancing, hand hygiene and strict adherence to SOPs issued time to time by MoHFW.

These orders shall be applicable with immediate effect and will remain in force till further orders. Action taken report is required to be submitted by all the Verticals/ Offices to this Secretariat immediately.

This issues with the approval of CEO, Prasar Bharati.

Encl: DOPT OM dated 14.10.2020



(Vijai Kumar )  
Assistant Engineer(GA)

To

1. Principal DG, NSD :AIR, DG:AIR, DG:DDn, DG:DD News
2. PS to E-in-C(Broadcast Operations), PB
3. All Zonal Heads Regional AIR and DD.(NZ,SZ,WZ, EZ,NEZ), (Engineering & Programme)/CE, CCW
4. All Station Heads/ HOD, Prasar Bharati.
5. CVO, Prasar Bharati
6. DDG (T) for circulation in e-office

Copy for information to

1. Staff Officer to CEO, PB
2. PS to Member (F), PB
3. PS to E-in-C (SI & CS), PB
5. ADGs (Admin.)/ (HR)/ (IT)/ (B&A)/ (Fin.)/ (Tech.) , PBS
6. ADG(Economic Research), ADG(IR/Marketing), ADG(Procurement), ADG(Content Operations), Prasar Bharati.
7. DDGs (Admin.) / (Fin.)/(Tech.)/ (Tech. &Coordination)/ (Ops.)/ (LM&HR-C), PBS
8. All Director / Dy. Director/ AD/AE/Pex,PBS
9. AE (GA)
10. Notice Board, PBSectt.

F. No. 11013/09/2014-Estt.A-III  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel & Training)

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North Block, New Delhi  
Dated the 14<sup>th</sup> October, 2020

**OFFICE MEMORANDUM**

**Subject: Commencement of meeting with messages on Covid-19 related precautions- reg**

The undersigned is directed to say that the Government has issued several instructions in order to contain the spread of novel Coronavirus (COVID-19). In continuation, it has since been decided that all Central Government offices shall ensure that every meeting commences with messages on Covid-19 related precautions, so as to sensitize officers and staff about the pandemic. The messages may be focused on creation of awareness relating to wearing of masks, physical distancing, hand hygiene and strict adherence to SOPs issued by MoHFW.

  
(Satish Kumar)

Under Secretary to the Government of India

To

1. All the Ministries/Departments, Government of India
2. PMO/Cabinet Secretariat
3. PS to Hon'ble MOS (PP)
4. PSO to Secretary (Personnel)
5. Sr. Technical Director, NIC, DoP&T