

No. A-42013/10/2020-Admin
Government of India
Ministry of Food Processing Industries
Panchsheel Bhawan, August Kranti Marg, New Delhi-110049

Dated: 15th April, 2020

OFFICE ORDER

Subject: Attending Office duties as per MHA Orders dated 15.4.2020 w.r.t.
COVID-19- reg.

The undersigned is directed to refer Para 18(ii) of the Ministry of Home Affairs(MHA) Order No. 40-3/2020-DM-I(A) dated 15.4.2020 and to convey all concerned Officers/Staff of this Ministry as under:

- i. Ministry will function with 100% attendance of officers of the level of Deputy Secretary and above.
 - ii. Remaining Officer/Staff will attend office (upto 33% of the staff strength) as per requirement.
 - iii. AS/JSS/EA will decide about attendance of Officer/Staff working under their control (upto 33%) as per requirement. Remaining staff will work from home and will remain available for contact over phone for any assistance.
2. This Order will come into effect from 20th April, 2020.
 3. This issues with the approval of the Secretary, FPI.

A. Nand
15/4/2020
(Dr. Atya Nand)
Deputy Secretary (Estt.)

To:

All Officer/Staff in MoFPI

Copy to:

1. PS to Hon'ble Minister, FPI
2. PS to Hon'ble MOS, FPI
3. NIC for uploading on website & e-office Notice Board