



GOVERNMENT OF SIKKIM
OFFICE OF THE DISTRICT COLLECTOR
SOUTH SIKKIM NAMCHI

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Date: 18/04/2020

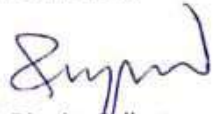
ORDER

SUB: FUNCTIONING OF GOVERNMENT OFFICES/PSUs IN SOUTH SIKKIM DISTRICT DURING THE PERIOD OF LOCKDOWN IN THE WAKE OF COVID-19 PANDEMIC

The instructions for functioning of Government Offices and PSUs during the period of Lock Down were issued by the Government of Sikkim Vide Order No. 595/CS/2020 dated 17/04/2020. Further the following instructions are circulated for implementation in South District.

1. All departments shall function with restricted staff w.e.f 20/04/2020. All HoDs in the District and Officers of the level of Joint Secretary and above shall attend Office on all working days. The HoDs/Heads of Offices in the district shall prepare a roster for all other Officers and staff which shall not exceed 1/3rd of the actual strength on all working days.
2. All heads of departments/heads of Offices shall prepare rosters by 19/04/2020 and circulate to all the Officers and staff of their department.
3. The Officers and staff called for duty shall use the roster as the permit for to and from movement from home to Office. The district Police shall permit the movement of Officers and staff to and from the Office only on production of valid photo ID cards and only during the hours from 9.00 a.m to 10.00 a.m and 4.30 p.m to 5.30 p.m.
4. All departments shall arrange for pool vehicles wherever possible and the passes for pool vehicles shall be issued by ADC/South.
5. Police, Home Guards, Civil Defence, Fire & Emergency services, Disaster Management, Prisons and Municipal services shall continue to function without any restrictions.
6. Permits shall be issued for resuming construction activities engaging more than 5 workers in a site, executed by various government departments in the district either departmentally or through an agency from 20/04/2020. Permits shall be obtained from concerned SDMs.
7. All directions on work places issued by Government of India and Government of Sikkim shall be strictly followed by all departments in their respective offices and work sites.
8. District police shall deploy police personnel/home guards at the entry of DAC, Namchi and SDAC, Ravangla to regulate the entry of officers and staff based on the rosters. Entry shall not be allowed if Arogya Setu application is not installed in their phones.




District Collector
South District

District Collector
South, District Namchi

Copy to:

1. The Chief Secretary, Govt. of Sikkim.
2. The Sr. SP, South District.
3. All SDMs
4. All HoDs
5. DIO/IPR for wide publicity
6. File