



I/372/2021

F.No.LA/GAD(Circular)UTL/2019(01)  
**THE ADMINISTRATION OF UNION TERRITORY OF LADAKH**  
**GENERAL ADMINISTRATION DEPARTMENT**  
**E-mail Id: gadutladakh@gmail.com**

**UT Secretariat, Ladakh**  
**Dated: 05-05-2021**

**Subject:- Preventive measures to contain the spread of Novel Coronavirus (COVID-19) -Regulation of the visit of general public to UT Secretariat, Ladakh.**

**Circular No:-08-LA (GAD) of 2021**  
**Dated:- 05-05-2021**

In view of the ongoing pandemic situation and subsequent to the directions of DoPT, Ministry of Home Affairs and Ministry of Health and Family Welfare, it is impressed upon all employees of UT Secretariat that till **15<sup>th</sup> May, 2021** the visit of general public including employees of other offices to the UT Secretariat must be discouraged to the extent possible. Officers are also advised of holding meetings, as far as possible, through video conferencing to avoid gathering in the Secretariat.

Routine issue of visitors/ temporary passes should be suspended with immediate effect and only those visitors, who have proper permission of the officer they want to meet, should be allowed after being properly screened. The SAO(D) shall ensure provision of sufficient number of thermal scanners at the entry gate besides placing of hand sanitizers . Those found having flu-like symptoms and any symptoms associated with Covid-19 should not be allowed to enter.

The Secretary, IT Department and I/c Security of Secretariat shall ensure strict implementation of aforesaid directions.

Further in order to facilitate redressal of the grievances of general public, the Administrative Secretaries shall give wide circulation to their landline No/Mail IDs and any other mode of communication for the convenience of general public and those who intend to visit the UT Secretariat to pursue their cases. The contact details/ numbers/mail ids be invariably displayed on official /UT website.

**By order of Lt. Governor, Ladakh**


**Sd/-**  
**(Ajeet Kumar Sahu)IAS**  
**Commissioner/ Secretary**  
**General Administration Department**

**Copy to the:**

1. All Administrative Secretaries, Ladakh.



2. Secretary, IT Department, Ladakh.
3. Additional Director General of Police, Ladakh.
4. Deputy Commissioner/ CEO, LAHDC, Leh & Kargil.
5. Directors/ HoDs/Chief Engineers/ Registrar, UoL, Ladakh.
6. Director Health Service, Ladakh.
7. District Informatics Officer, NIC Ladakh for uploading the circular on the Union territory website.
8. Senior Accounts Officer (D), UT Secretariat for necessary action.
9. OSD to Hon'ble Lt. Governor, UT of Ladakh for information of the Hon'ble Lt. Governor, UT of Ladakh.
10. Private Secretary to Advisor to Hon'ble Lt Governor, UT of Ladakh for information of Advisor to Hon'ble Lt. Governor.
11. Circular/ e-office file/Notice board.

  
05.05.2021  
(Sonam Chhosdon)  
Under Secretary  
General Administration Department