



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

UT Secretariat, Ladakh
Dated:-21.05.2021

Subject:- Preventive measures to contain the spread of Novel Corona virus (COVID-19)- instructions thereof.

Order No:-88-LA (GAD) of 2021
Dated:- 21.05.2021

In view of the ongoing COVID-19 pandemic and surge in cases, the instructions issued vide Order No.70-LA(GAD) of 2021 dated:27.04.2021 and Circular No.08-LA(GAD) of 2021 dated: 05.05.2021 (**copies annexed**) is hereby **extended till 30th of May, 2021**. All Administrative Secretaries are therefore enjoined upon to ensure strict adherence to the said directions/ advisories by all the employees of all departments/ offices under UT Administration.

Further, in addition to the above it is also ordered as below-

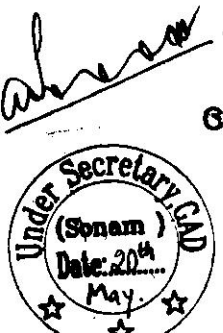
- I. The Senior Accounts Officer (D), UT Secretariat shall ensure:
 - i. Availability of free mask for every office employee.
 - ii. Soaps/ sanitizers in all washrooms, rooms/chambers and galleries of the office.
 - iii. Handy sanitizer bottle to every employee every week.
 - iv. Pulse oximeter to be provided to all those employees who turn Covid positive and are in home isolation. Besides one pulse oximeter each may be also be made available to every section head for use in the office as and when required.
- II. The Director, NHM, Ladakh shall organize an awareness program for Covid appropriate behavior and necessary precautions for COVID-19 for the UT Secretariat employees at an appropriate venue and time with due observance of social distancing norms.

By order of Lt. Governor, Ladakh.

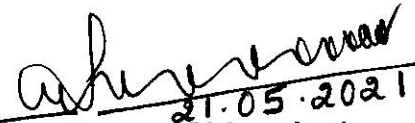
Sd/-
(Ajeet Kumar Sahu)IAS
Commissioner/Secretary
General Administration Department

Gopy to the:-

1. Principal Secretary, Revenue Department, Ladakh.
2. Joint Secretary (JKL), Ministry of Home Affairs, Govt. of India.
3. All Administrative Secretaries, Union Territory of Ladakh.



4. Additional Director General of Police, Ladakh.
5. Deputy Commissioner/ CEO, LAHDC, Leh & Kargil.
6. Director, Health Services, Ladakh.
7. All Directors/HoDs/Registrar UOL/ Chief Engineers of Ladakh.
8. Director NHM, Ladakh.
9. District Information Officer, NIC Leh for uploading the order on the Union territory website.
10. OSD to Hon'ble Lieutenant Governor, for information of the Hon'ble Lieutenant Governor, Union Territory of Ladakh.
11. Sr. Accounts Officer (D), UT Secretariat for necessary action.
12. OSD/ Private Secretary to Hon'ble Chairman/ CEC LAHDCs Leh & Kargil for information of HCECs.
13. Private Secretary to Advisor to Hon'ble Lieutenant Governor, Union Territory of Ladakh for information of Advisor to Hon'ble Lt. Governor.
14. Order/e-office/office file.


21.05.2021
(Sonam Chhosdon)
Under Secretary
General Administration Department



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THE ADMINISTRATION OF UNION TERRITORY OF LADAKH
GENERAL ADMINISTRATION DEPARTMENT
 E-mail Id: gadutladakh@gmail.com

Civil Secretariat, Ladakh
 Dated:-27.04.2021

Subject:- Preventive measures to contain the spread of Novel Coronavirus (COVID-19)- Attendance of Government Employees of Union territory Ladakh - regarding.

Ref:- O.M. No. 11013/9/2014-Estt.A-III dated:-19th April, 2021 issued by DoPT, Gol.

Order No:-70-LA (GAD) of 2021
Dated:-27.04.2021

In view of the second wave of Covid-19 pandemic and subsequent directions issued by DOPT vide O.M.No.11019/2014-Estt.A-III dated-19th April 2021, the office of the UT Administration of Ladakh including offices & Directors and Chief Engineers shall be functioning at 50 percent strength till 15th of May 2021. Accordingly following directions are issued for immediate compliance by all concerned.

1. The Secretariat shall function 06 (six) days in place of 05 (five) days a week till 15th of May 2021.
2. The Administrative Secretaries shall prepare roster of employees attending office on alternate days from Monday to Saturday. A copy of the roster shall be submitted to GAD by or before 28th April 2021. The employees already on leave shall be kept out of the roster and shall be included from the date they return.
3. The employees not attending office shall be working from home either on e-office or carrying papers, dak, files to their home and remain available on their mobile phones.
4. The Administrative Secretaries shall regulate and ensure monitoring of their attendance as per roster.
5. All officials residing in containment zones shall continue to be exempted from coming to office till the containment zone is de-notified.
6. All officials who attend office shall strictly follow Covid-appropriate behavior including wearing of mask, physical distancing and frequent sanitization.

By order of competent authority.

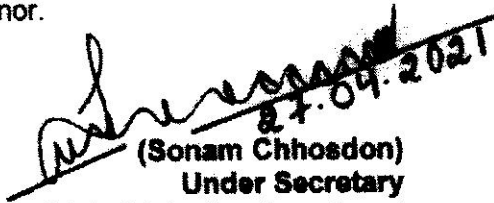
Sd/-
(Ajeet Kumar Sahu)IAS
 Commissioner/Secretary
 General Administration Department

Copy to:

1. All Administrative Secretaries, Union Territory of Ladakh.
2. Additional Director General of Police, Ladakh.

27.04.2021

3. Deputy Commissioner/ CEO, LAHDC, Leh & Kargil.
4. Director Health Services, Ladakh.
5. All Director/HoDs/Registrar UOL/ Chief Engineers of Ladakh.
6. District Information Officer, NIC Leh for uploading the order on the Union territory website.
7. OSD to Hon'ble Lieutenant Governor, for information of the Hon'ble Lieutenant Governor, Union Territory of Ladakh.
8. Private Secretary to Advisor to Hon'ble Lieutenant Governor, Union Territory of Ladakh for information of Advisor to Hon'ble Lt. Governor.
9. Order/e-office/office file.


(Sonam Chhosdon)
Under Secretary
General Administration Department



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 **15th 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