

Government of NCT of Delhi
Directorate of Audit
(Administration Branch)
4th Level, C-Wing, Delhi Secretariat, New Delhi.

No. F. 9(3)/DOA/Estt./Misc/2020/

2350-53

Dated: 12-4-21

ORDER

In Compliance of the Order issued from DDMA, GNCT of Delhi vide No. 1(589)/DDMA(HQ)/Misc Misc. Matter/Covid/21/368 dated 10.04.2021 it is hereby directed that all the Officers of Directorate of Audit from the Level of Gr-I/AAO/Equivalent and above will attend the office on daily basis.

Further, as per the Order, 50% of the officials below the level of Gr-I are required to attend the office. Accordingly, all the staff posted at Audit (HQ) have been bi-furcated into two groups as per the details given below:-

Group A			Group B		
SN	Name	Design	SN	Name	Designation
01	Ms. Rajeshwari	SA	01	Sh. Piyush Sharma	ASO
02	Ms Namita Jain	SA	02	Ms. Rekha	SA
03	Sh. Hari Om	JA	03	Sh. Sandeep Kumar	JA
04	Ms. Renu Wadhwa	ASO	04	Ms. Rajiv Singhal	ASO
05	Sh. Avdesh Kumar Saini	JA	05	Ms. Bhawna Gupta	SA
06	Ms. Shiney Regimon	SA	06	Ms Anju Jha	JA
07	Sh. Shashi Bhushan	SA	07	Sh. Nitesh Kumar	JA
08	Sh. Narender Kumar	JA	08	Sh. Anita	JA
09	Sh. Deepak Kumar	SA	09	Sh. Mukesh Mehta	ASO
10	Sh. Sanjeev Kumar	ASO	10	Sh. Rajesh Kumar Saroj	SA
11	Sh. Vinay Kumar	JA	11	Smt. Chetna	SA
12	Sh. Martin Ekka	SA	12	Sh. Manish Kumar	JA
13	Ms. Viji Stephen	PA	13	Sh. Vinod	MTS
14	Ms. Raj Bala	MTS	14	Sh. Umesh Sehgal	SA

The above Group will attend the office as per the Schedule given below:-

Name of the Group	Date on which the Group will attend the office
Group-A	15, 19, 22, 26, 28, 30 of April, 2021
Group-B	13, 16, 20, 23, 27, 29, of April, 2021

As per the above schedule, the official who will be at home on their respective date and he will be treated as work from Home and they will be available on their mobile phone and other means of communication at all the time. Any official will not leave the station without prior permission of the Competent Authority. Any official of Audit Department can be called at any time as and when required for disposal of official work.

Further, IO of all audit party is hereby directed to follow the instructions as contained in order No. 1(589)/DDMA(HQ)/Misc Misc. Matter/Covid/21/368 dated 10.04.2021 issued by DDMA, GNCT of Delhi in respect of their Audit Party. Any order issued in this regard may be forwarded to DCA (HQ).

All staff are also directed to maintain office time strictly at 9.30 a.m. in the morning & 6.00 p.m. in the evening.


(CLEETUS K.M.) 12/4/21
DCA/HOO(AUDIT)
Ph.. No: 23392281

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- Copy to:-
1. PS to Secretary (Finance)
 2. P.A. to Special Secy. (Finance) for information
 3. All SAOs/AOs/AAOs working at HQ.
 4. All the Staff/Officials of Audit Department.


(CLEETUS K.M.) 12/4/21
DCA/HOO(AUDIT)