

Government of NCT of Delhi  
Directorate of Audit  
(Administration Branch)  
4<sup>th</sup> Level, C-Wing, Delhi Secretariat, New Delhi

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

5-9

Dated: 3/1/22

**ORDER**

In Compliance of the Order issued from DDMA, GNCT of Delhi vide No. F.60/DDMA/COVID-19/2021/500 dated 28.12.2021, 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 aforesaid 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 - I			Group - II		
S.N	Name	Design.	S.N	Name	Design.
01	Sh. Sandeep Kumar	ASO	01	Smt. Rajeshwari	ASO
02	Smt. Anju Jha	JA	02	Sh. Rishab	ASO
03	Sh. Rajiv Singhal	ASO	03	Smt. Renu Wadhwa	ASO
04	Sh. Piyush Sharma	ASO	04	Sh. Shashi Bhushan	SA
05	Smt. Namita Jain	SA	05	Smt. Rekha	SA
06	Smt. Bhawna Gupta	SA	06	Smt. Shiney Regimon	SA
07	Sh. Anuj Kumar	JA	07	Sh. Sandeep Kumar	JA
08	Sh. Narender Kumar	JA	08	Smt. T. Vimala Shekhar	PA
09	Sh. Vinay Kumar	JA	09	Sh. Nitesh Kumar	JA
10	Sh. Manish Kumar	JA	10	Sh. Martin Ekka	SA
11	Sh. Deepak Kumar	SA	11	Sh. Mukesh Mehta	ASO
12	Sh. Sanjeev Kumar	ASO	12	Sh. Rajesh Kumar Saroj	ASO
13	Sh. Vinod Kumar	MTS	13	Smt. Chetna	SA
			14	Smt. Rajbala	MTS

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-I	04,06,10,12,14,18,20,24,27,31 of January, 2022.
Group-II	05,07,11,13,17,19,21,25,28 of January, 2022.

As per the above schedule, the official who will be at home on their respective date 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. No official will leave the station without prior permission of the Competent Authority. The officials of Directorate 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. 60/DDMA/COVID-19/2021/500 dated 28.12.2021 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 the officials are also directed to maintain office time strictly at 9.30 A.M. in the morning & 6.00 P.M. in the evening.

This order will automatically stand cancelled in case of DDMA, GNCTD issues any order otherwise.

  
(Cleetus K.M.)

DCA/HOO(AUDIT)

Dated: 3/1/22

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Copy to:-

1. PS to Pr. Secretary (Finance)
2. The Divisional Commissioner GNCT of Delhi, 5, Sham Nath Marg, New Delhi- 110054.
3. P.A. to Special Secy. (Finance) for information
4. All SAOs/AOs/AAOs working at HQ.
5. All the Staff/Officials of Audit Department.

  
(Cleetus K.M.)  
DCA/HOO(AUDIT)

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