



Office of the
AUDITOR GENERAL OF PAKISTAN

CONSTITUTION AVENUE
ISLAMABAD

No. 331/30-Admn.I/C/2020/Misc

Dated: March 19, 2020

OFFICE ORDER

1. In order to ensure implementation of precautionary measures for controlling the spread of COVID-19 (Corona Virus) in the country, the following instructions are issued for implementation, in letter and spirit, in the Office of the Auditor General of Pakistan with immediate effect and till 3rd April, 2020.
 - i) a) All women employees (BS 1-16), b) employees (BS 11-16), above 50 years of age, and c) all employees who have a serious co-morbidity, such as cardiovascular disease, diabetes, and hepatitis are exempted to attend the office till April 3, 2020.
 - ii) Officers / officials of the following Wings/Sections will attend the office on weekly rotational basis till April 3, 2020
 - Archives Section
 - Library Section
 - Media Section
 - iii) Fifty percent of employees (BS-1 to 10), other than those referred at i. ii. above will attend office on weekly rotation basis. One Naib Qasid will serve two Sections on weekly rotation basis
 - iv) Officials of the following Wings / Sections will attend the office daily
 - Staff attached with DGs, DAGs, Addl. AGP I & II, Auditor General of Pakistan
 - Caretakers
2. All officers / Official who are not attending the office during the period should however remain available on call. They may be called to attend office any time.
3. The private visitors of all officers/officials must be discouraged.
4. No infants will accompany officers/officials/staff/visitors in the office
5. All training activity will remain suspended until April 03, 2020
6. All Heads of Wings are requested to make arrangements for implementation of these instructions, including approving list of officials on weekly rotation, and conveying the above instructions to officers/officials working under them.
7. **The heads of field offices may issue appropriate instructions, in respect of their offices, in accordance with their critical workload, and prevailing situation in the respective province/area, under intimation to this office.**
8. **DG (FAOs) may continue critical and emergent field audit assignments, while ensuring all precautionary measures for the safety/health of officers/officials and considering prevailing health environment in the areas of their jurisdiction.**
9. This issues with the approval of the Additional Auditor General of Pakistan-I.

(Sheraz Manzoor Haider)
Director General (B&A)

Distribution:

1. SPS to Auditor General of Pakistan
2. SPS to Additional Auditor General-I&II
3. SPS to all Deputy Auditor Generals
4. Rector, PAAA, Lahore
5. Director General (PAW)
6. ALL Directors General/FAOs
7. All Wings/Sections of DAGP