

No.2-18/7/2019-Adm.II
Government of India
Ministry of Power

Shram Shakti Bhawan, New Delhi
Dated 25th March, 2020

OFFICE MEMORANDUM

Subject: Closure of Office of Ministry of Power in view of health hazard by COVID-19.

In pursuance of Para 1 of Guidelines circulated with the Order of Ministry of Home Affairs No. 40-3/2020-DM-((A) dated 24th March, 2020, the undersigned is directed to convey that all offices of Ministry of Power, including the field offices, statutory and autonomous bodies, shall remain closed for a period of 21 days with effect from 25th March, 2020, or until further orders. Officers/employees of these offices shall continue to work from home and will be available on telephone and other electronic means of communications. In addition, the following instructions are issued for strict compliances:

Electricity being essential service:-

- (i) All officials concerned should ensure that O& M activities and NPMC function should not suffer due to shortage of manpower. CEA has deputed the following officers in this regard.

Name	Designation	Mobile No.
Shri.Soumitra Majumdar	Superintendent Engineer, CEA	9899819365
Shri. Prakash Khichi	Superintendent Engineer, CEA	9212092617
Shri. Ravi Prakash Pradhan	Superintendent Engineer, CEA	9811881804
Shri. Ratbesh	Executive Engineer, NRPC	9811101805

CE (GP) to ensure roster duty of one Director/DS level from Ministry or CEA for smooth functioning of NPMC activities.

- (ii) CR section to ensure that all receipts are scanned and uploaded in e-office. All officers/staffs are requested to check the "Receipt" section in "e-office" to look into the daily dak for taking necessary action as required. The officers/staffs of CR Section will be on roster duty for scanning and uploading of all receipts in e-office:

1. Shri. Bir Singh, SSA (Mobile No. 9818422367)
2. Shri. Manohar Prasad Camoli, MTS(Mobile No.8800332874)

3. Shri. Sohan Lal, Despatch Rider (Mobile No. 9899404088)

iii Adm-III Section will ensuring housekeeping activities, cleanness of premises, opening of rooms etc., with minimum staff for providing support towards discharge of urgent duties in Ministry of Power.

iv NIC to ensure smooth functioning of e-office in Ministry of Power.

(G.Muthuraja)

Deputy Secretary to the Govt. of India

Tel. 23752497

To

All officer and staffs of the Ministry of Power

Copy to

1. Chairperson, CEA
2. Chairman, BBMB.
3. Chairperson, CERC
4. Secretary, APTEL.
5. DG, NPTI.
6. DG, CPRI.
7. PS to MOS(I/C) for Power, New & Renewable Energy and MOS for Skill Development.
8. Sr. PPS to Secretary (Power)