

**OFFICE OF THE PRINCIPAL DIRECTOR OF AUDIT  
N. F. RAILWAY, MALIGAON, GUWAHATI-781 011**

No. WEL/4/2019-20

Dated: 11.06.2020

To,

1. All Senior Audit Officers at HQ-MLG/  
Con-MLGKIR/APDJ/RNY/LMG/TSK
2. All Sections/Cells at HQs-MLG
3. PS to PDA, PA to DD, WA
4. Notice Boards 1 and 2 at HQ-MLG

Sub: Preventive measures to be taken to contain the spread of Novel Coronavirus

Enclosed please find herewith a copy of Ministry of Personnel, Public Grievances and Pensions (MoPPGP), Department of Personnel and Training (DoPT) OM dated 5<sup>th</sup> June 2020 alongwith the Standard Operating Procedure (SOP) dated 4<sup>th</sup> June 2020 of the Ministry of Health and Family Welfare (MoHFW) on the above subject received through Headquarter's endorsement letter No.172- Estates/11-2020 dated 10.06.2020 for information and compliance.

Encl: As stated

  
Senior Audit Officer (Admn)

*Circulated by  
email on 11.6.2020*