



# भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

( पोत परिवहन मंत्रालय, भारत सरकार )

मुख्यालय : ए-13, सेक्टर-1, नोएडा-201 301, (उ० प्र०)

**INLAND WATERWAYS AUTHORITY OF INDIA**

(Ministry of Shipping, Govt. of India)

Head Office : A-13, Sector-1, Noida-201 301 (U.P.)

Website : www.iwai.gov.in | www.iwai.nic.in

Tel. : +91-120-2544036, 2543972, 2527667, 2448101 Fax : +91-120-2544009, 2544041, 2543973, 2521764

No. IWAI/PR/Bldg./Admn.106/2020

Dated 07.11.2020

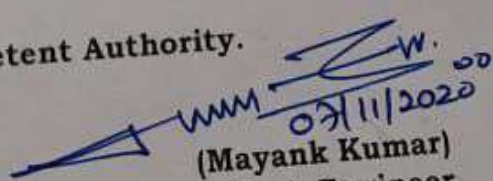
## OFFICE MEMORANDUM

**Subject: Sanitisation of IWAI, Head Office premises on detection of more number of COVID positive cases to contain the spread of COVID -19- regarding.**

It is observed that the 32 numbers of officials of IWAI HO have been tested positive with COVID-19.

- It has been ascertained that these officers took the stairs/lift on way to his office and also visited other floor in the building for meeting and other official interactions.
- As per DoPT OM No.:11013/9/2014-Est.AIII dt. 05.06.2020 which refer to the protocol & guidelines issued by Ministry of Health & Family welfare dt. 04.06.2020, disinfection & sanitization activity shall be carried out in the entire building, common area, lift, parking and road of IWAI HO, Noida from 06.11.2020 to 09.11.2020.
- All officers, staff, Consultants and other outsource staff will do the work from home till Monday i.e. 09.11.2020 for disinfection & sanitization of Head Office, Noida premises. The officials shall be available on telephone & electronic communication at all time.
- The COVID test of remaining officers, staff, Consultants and other outsource staff will be done on Tuesday i.e 10.11.2020 at 10:30 am.
- All officers, staff, Consultants and other outsource staff may be advised to take care of their own health and look out for respiratory symptoms/fever and, if feeling unwell, should leave the office immediately after informing their concerned reporting person/ officers. They should observe home-quarantine as per the guidelines issued by MoH & FW, Government of India available at the following [URL:mohfwgov.in/DraftGuidelinesforhomequarantine.pdf](http://URL:mohfwgov.in/DraftGuidelinesforhomequarantine.pdf).
- Advise to all officers, staff, Consultants and other outsource staff who are at higher risk i.e. older person, pregnant women and who have underlying medical conditions, to take extra precautions.

This issues with the approval of the Competent Authority.

  
(Mayank Kumar)  
Dy. Dir. & Resi. Engineer

Copy to :- (By E-Mail)

All officers, staff, Consultants and other outsource staff