Office Memorandum No. 23(4)/E.Cord/2020/1 dated 23.03.2020 issued by the GOI, Ministry of Finance, Department of Expenditure, New Delhi regarding payment of wages to contractual/casual and outsourced staff of Ministries/Departments and other organization of Government of India treated as “On Duty” during the lockdown period w.e.f. 25.03.2020 for a period of 21 days due to COVID-19 is hereby forwarded to all Head of Departments under A&N Administration for information and strict compliance.

In this regard attention is also invited to Administration’s Order for COVID-19 No. 5-149/2020/GA dated 19.03.2020 wherein it is directed that all the employees of the UT Administration of Andaman and Nicobar Islands shall “Work from home” beginning from morning of 20.03.2020.

Hence the contractual/casual and outsourced staff shall be treated as “On duty” during the period of absence from 20.03.2020 till completion of the lockdown. And all the DDO’s shall release the full payment of the above category of employees without waiting for formal attendance. However, excess payment on account of absence or otherwise, prior to implementation of the Order for COVID-19, may be recovered from their future pay/wages.

This has the approval of the competent authority.

(Purnima Gupta)
Assistant Secretary (Perl.)

To

1. All HOD/HOO.
2. All Section in the Secretariat.
3. The Assistant Manager (IT), Secretariat with the request to upload it in the Administrations website.

(Purnima Gupta)
Assistant Secretary (Perl.)
OFFICE MEMORANDUM

Sub: Payment of wages to outsourced persons of Ministries/Departments and other organizations of Government of India during lockdown period due to COVID-19

As part of social distancing and isolation measures to contain the spread of COVID-19 in the country, various State/UT Governments have announced lockdown at different places. Instructions have been separately issued by DOP&T regarding maintenance of essential services in Ministries/Departments.

2. Due to these measures, there is a likelihood of a number of contractual, casual and outsourced staff such as house-keeping staff etc. being required to stay at home, which under normal circumstances would result in deduction in their pay/wages. In order to avoid any undue hardships under the prevailing extraordinary circumstances, it has been decided that wherever any such contractual, casual and outsourced staff of Ministries/Departments and other organizations of Government of India, is required to stay at home in view of lockdown order regarding COVID-19 prevention, as announced by various States/UT Governments, they shall be treated as “on duty” during such period of absence and necessary pay/wages would be paid accordingly.

3. These instructions shall also apply to Attached/Subordinate Offices, Autonomous/Statutory Bodies of Government of India.

4. These instructions shall apply till 30th April, 2020.

(Annie G. Mathew)
Additional Secretary to Government of India

To:

All the Ministries and Departments of Government of India