## No.Z-14011/01/2016-E&A

## Food Safety and Standards Authority of India

(A Statutory Authority established under the Food Safety & Standards Act, 2006) Human Resource Division

FDA Bhavan, Kotla Road, New Delhi-110 002

Dated 20<sup>th</sup> April, 2021

## Office Memorandum

विषय: कोरोनावायरस के प्रसार को रोकने के लिए किए जाने वाले निवारक उपाय - उपस्थिति के संबंध में।

Considering the rapid surge in the number of Covid-19 cases at FSSAI, Hqrs, It has been decided with the approval of the Competent Authority to carry out intense sanitization at the FSSAI, Hqrs on 22-Apr-21 & 23-Apr-21. During this period, all the officers / staffs will work from home.

सक्षम प्राधिकारी के अनुमोदन से जारी I

(शशि कांत भुइयां)

सहायक निदेशक (मानव संसाधन)

To,

- 1. All officers/staff, FSSAI HQ for compliance.
- 2. All EDs/ Advisors/Divisional Heads- it is requested to kindly circulate this OM to the staff working under them.
- 3. Regional Heads/ Heads of Labs ... for information.
- 4. CTO- with a request to please circulate this OM by SMS/ email to all the Officers/ Staff and upload the same on the website.
- 5. Head (GA) for necessary action.