

No. 62/19/2020-6GS-I

**Haryana Government  
General Administration Department  
(General Services-I Branch)**

To

1. All the Administrative Secretaries to Government Haryana
2. All the Heads of Departments and Commissioners of all the Divisions in Haryana.
3. All the Managing Directors/Chief Administrators of Boards/Corporations in Haryana.
4. The Registrar, Punjab and Haryana High Court, Chandigarh.
5. All the Deputy Commissioners of the State of Haryana.
6. The Registrars of all the Universities in the State of Haryana.

Dated Chandigarh, the 20<sup>th</sup> March, 2020

**Subject: Restriction on public dealing – regarding.**

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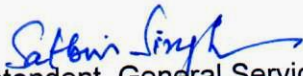
Sir/Madam,

I am directed to refer to the subject noted above and to say that to contain the spread of Novel Corona virus (Covid-19) some preventive steps are required to be taken by all the departments in respect of public dealings. In this regard Government has decided that—

- (a) Public access to important Government offices such as District and State Secretariats shall be restricted by all Departments/Offices. In exceptional circumstances, controlled and regulated access shall be permitted.
- (b) Departments shall provide a telephone number for general public so that they can seek any information and seek any service during office hours.

2. All the concerned are directed to ensure compliance of these instructions/guidelines in letter and spirit.

Yours faithfully,

  
Superintendent, General Services-I,  
for Chief Secretary to Govt. Haryana.