



RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED

[Corporate Identity Number(CIN):U40109RJ2000SGC016485]

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No.:RVPN/DS(GAD)/F. /19-20/D. 01

Date:- 03-04-2020

ORDER

Sub:- Meeting protocol- To contain spread of Corona virus
COVID-19

In order to contain spread of Corona virus (COVID-19), many circulars/ guidelines have been issued by the Govt. of India/ Govt. of Rajasthan and RVPN. Directions were issued to avoid meetings in Board Room/Conference hall vide order No. 969 dt. 20.03.2020. In partial modification of this order, the meetings in Board room/ Conference hall may be done only in un-avoidable circumstances and with strict compliance of guidelines/advisory issued to contain spread of Corona virus (COVID-19).

Besides, following procedures to be taken in arranging meetings:-

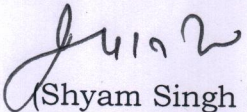
By AEN(Civil-BSB)

1. Proper sanitation of Board room/ Conference room before and after each meeting, which include chair arms, doors, doors handles, mikes, table and frequently touched placed.
2. Arrangement of sanitizer at the entry point of conference/ Board room.

By Incharge of meeting

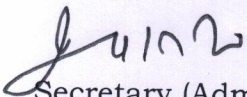
1. Each participant has to wear a mask.
2. Gap of at least 1 mtr. between in seats of participants of the meeting.
3. Before entering Board room/ Conference hall, sanitizing hands with sanitizer.

It is advised that a gap of at least 45 minutes should be kept in between two meetings, so that the Board room/ conference room could be sanitize properly.


(Shyam Singh)
Secretary (Admn.)

Copy to the following for information and needful action:-

1. PA to CMD/MDs/Secretary/CPO, RVPN/JVVNL/RVUN/ RUVNL/ AVVNL/JdVVNL, Jaipur .
2. The Asstt. Engineer(Civil-BSB), RVPN, Jaipur.
3. The Web. Admin. O/o. Superintending Engineer (MIS), RVPN, Jaipur to please upload this Order on RVPN's website.


Secretary (Admn.)