

MOST IMMEDIATE
BY E-Mail



INFORMATION TECHNOLOGY
DEPARTMENT,
SECRETARIAT,
CHENNAI- 600 009.

Letter No. 45324/IT(B3)/2020, dated 17.03.2020

From
Thiru Hans Raj Verma, I.A.S.,
Additional Chief Secretary to Government.

To
All Information Technology /
Information Technology enabled Services Companies in Tamil Nadu

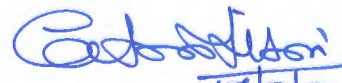
Sir,

Sub: Information Technology Department- Advisory
on COVID-19 - Prevention measures - Strict
compliance- Requested – Regarding.

The State Government is taking all measures to contain the spread of COVID-19. As part of the above measure, I request you to undertake the following measures in your organisation on an emergent basis:-

1. Provision of Hand sanitizers/ Hand sanitizing facilities to all IT and support staff
2. Regular steps to disinfect the campus and office premises with disinfectants like 1% Hypochlorite and 5% Lysol
3. Arrange for thermal screening of employees who attend office
4. Encourage staff to work from home
5. Appoint a Nodal Officer (share his contact details) who will interact with the State Govt on containment strategies on COVID-19

Yours faithfully,


17/3/2020

for Additional Chief Secretary to Government


17/3/2020