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188/c

GOVERNMENT OF GOA  
GENERAL ADMINISTRATION DEPARTMENT  
SECRETARIAT, PORVORIM, GOA- 403 521, TEL-2419784, FAX-2419753

No.37/2/2020-GAD-III(PF) | 518

Dated:- 31/05/2021  
Jyaishtha 10, Saka 1943

**TOP PRIORITY**

**CIRCULAR**

In pursuance to COVID-19 Vaccination Advisory No.37/2/2021-GAD-III dated 07/04/2021 issued by General Administration Department and Notification No.42/16/2021-I/PHD/1016 dated 07/05/2021 issued by the Public Health Department, the details of all Officers/Officials (45 and above years; and in between age of 18 to 44) alongwith details of those have taken the Covid-19 vaccination is required to be submitted to this Department as per the Annexure-I and Annexure-II shown below :-

Name of the Department :-.....


**Annexure-I ( age 45 +)**

Sr. No.	Name of the staff	Designation	Date of 1 <sup>st</sup> vaccination if taken	Date of 2 <sup>nd</sup> vaccination if taken/duc

**Annexure-II ( age 18 to 44)**

Sr. No.	Name of the staff	Designation	Date of 1 <sup>st</sup> vaccination if taken	Date of 2 <sup>nd</sup> vaccination if taken/duc

All the Branch Officers/Section Officers and P.A. to Chief Secretary/Secretaries/ Addl./Joint Secretaries/Under Secretaries in the Secretariat, may, therefore, submit the details in respect of staff (i.e. all Group 'A', 'B' and 'C') in their department/ offices as per the above Annexures to this Department on or before 02/06/2021 by 03:00 p.m.

  
(Shripad Arlekar)  
Under Secretary (GA-I)

To :-

- 1) All the Branch Officers/Section Officers/ P.A. to Chief Secretary/Secretaries/ Addl./Joint Secretaries/Under Secretaries in the Secretariat, Porvorim.
- 2) Guard File.
- 3) Office copy.