



1951C

GOVERNMENT OF GOA
GENERAL ADMINISTRATION DEPARTMENT
SECRETARIAT, PORVORIM, GOA- 403 521.

TEL- 2419784

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No.37/2/2020-GAD-III/PF / 281

Dated : 04.06.2021

Refer:-37/2/2020-GAD-III(PF)/518 dated 31.05.2021

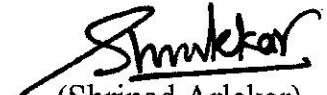
CIRCULAR

In continuation to the Circular dated 31.05.2021 read in preamble, all the departments/ offices in Secretariat are directed to keep track of their employees who have not taken the Covid-19 vaccine and if, due for the 1st dose of vaccine in the upcoming days, are required to submit the updated details on weekly basis to this department, until the entire staff is vaccinated.

All the Section Officers and P.A to Chief Secretary/ Secretaries/ Addl./ Joint Secretaries/ Under Secretaries in the Secretariat, may, therefore, submit the weekly report in respect of staff under their control, to this department on every Monday before 1.00 p.m. in the format given below:-

Name of the Department:-.....

Sr. No.	Name of the official	Designation	Date of 1 st dose of vaccine from 01.06.2021 onwards


(Shripad Arlekar)
Under Secretary(GA-I)

Copy to:-

1. All Section Officers/ P.A to Chief Secretary/ Secretaries/ Addl./Joint Secretaries/Under Secretaries in the Secretariat, Porvorim.
2. Guard file.
3. O/C.