



HARYANA REAL ESTATE REGULATORY AUTHORITY PANCHKULA

Mini Secretariat (2nd and 3rd Floor), Sector-1, Panchkula-134114

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Office Circular

Subject: Preventive measures to be taken to contain spread of OMICRON, a new variant of Covid-19 – Restriction on entry in HRERA Panchkula office.

In view of a serious threat to the community being posed by OMICRON, a new Covid-19 variant and directions issued by the State Government vide Memo No. 62/69/2021-6GS-I dated 31.12.2021, the following instructions are hereby issued in public interest :-


- i. Entry of the visitors in the office of HRERA Panchkula at 2nd and 3rd floor shall be strictly prohibited. All court proceedings shall be taken up through video conferencing only.
- ii. Only those Officer/ Official shall attend the office who have been fully vaccinated (Second dose). In case, any Officer/ Official has not been fully vaccinated, they should intimate to the Administration Section within three days for making appropriate arrangement for vaccination. Till then, they should not attend the office of the Authority. Officer/ Official who have received first dose of vaccination and as per health protocol and second dose has not yet become due, may attend the office.
- iii. All officers/ officials must wear masks and also maintain proper social distancing.
- iv. All Officers/ Officials should sanitize their hands at regular intervals, i.e. at least once in two hours. Sufficient numbers of sanitizers shall be made available at each floor by the General Section of the Authority.
- v. Office floor should be properly cleaned and sanitized at least twice a day.



- vi. The incoming office dak/ files shall also be properly sanitized.
- vii. All officials are advised to take care of their own health. They are further advised not to have group sittings and maintain at least 2-3 meters distance.
- viii. In case, any of the Officer/ Official or their family members are having symptoms of fever, cold, cough, etc., they should also not attend the office.

The above orders are issued with the approval of Hon'ble Chairman.

Place: Panchkula
Date: 04.01.2022


Executive Director
HRERA, Panchkula.


Endst. No. HRERA-PKL/ED/2022/6625-30

Dated: 04.01.2022

A copy of the above is forwarded to the following for information and necessary action. The concerned Section Head may circulate the above instructions to the staff working under their control for strict compliance.

- i. Adjudicating Officer, HRERA, Panchkula.
- ii. CTP, HRERA, Panchkula.
- iii. AO (Petitions), HRERA, Panchkula.
- iv. JC (B&A), HRERA, Panchkula
- v. PS to Hon'ble Chairman.
- vi. PS to Hon'ble Member.

for information of Hon'ble
Chairman and Hon'ble Members.


Executive Director
HRERA Panchkula

