



An Institution of National Importance
An autonomous body
under Ministry of Culture
Government of India



F.No. A-17/01/2020

Dated: 30.4.2020

OFFICE MEMORANDUM

Subject: Effective use of 'Aarogyasetu' App for breaking the chain of transmission of COVID-19.

As per the instructions issued by Department of Personnel & Training vide their O.M. No. 11013/9/2014-Estt (A-III) dated 29.4.2020, instructions as under will be strictly followed by all the employees of the Kalakshetra Foundation to ensure safety of all—

- (i) All the officers, staff (including outsourced staff/ security staff) working in Central Government should download 'Aarogyasetu' App on their mobile phones. Instructions were already issued to download the app by all. If any of the employees has not downloaded till now, he/she should download it immediately.
- (ii) Before starting for office, they must review their status on 'Aarogyasetu' and commute only when the app shows 'safe' or 'low risk' status.
- (iii) All employees are advised that in case the App shows a message that he/she has a 'moderate' or 'high risk' calculated on the basis of Bluetooth proximity ("recent contact with infected person"), he/she should not come to office and self-isolate for 14 days or till the status becomes 'safe' or 'low risk'.
- (iv) Unit heads should ensure that above directions are strictly followed by the respective employees.

(Revathi Ramachandran)
Director

To

1. Principal/ Registrar, RDCFA
2. Principal, BASS School
3. Secretary, BTHS School
4. Manager i/c (CERC)
5. Theatre Manager/ Outreach Coordinator/ Archives / Museum
6. Superintendent Hostel
7. Estate Manager - He may ensure that the instructions are followed by all outsourced employees
8. Assignment Manager, Security Office