


**GOVERNMENT OF MANIPUR
CHIEF MINISTER'S SECRETARIAT**

OFFICE MEMORANDUM
Imphal, the 27th April, 2021

No. 2/7/2021-CM (Misc): In view of the rapidly rising COVID-19 positive cases in the State, precautionary steps are required to be taken to ensure smooth functioning of the office of the Chief Minister. Accordingly, the following instructions are issued for compliance by all concerned:

- (i) Visitors seeking an audience with Hon'ble Chief Minister will necessarily obtain prior permission from Secretary to Chief Minister, Manipur. Entry into the office premises may be denied if prior permission has not been obtained.
- (ii) Under no circumstances will any person without a mask be permitted entry in the C.M. Office Complex.
- (iii) Visitors seeking an audience with Hon'ble Chief Minister are advised to get themselves vaccinated as per applicable norms of State/Central Govt. In this regard, prior to seeking appointment, proof of such vaccination may be sought by this office before giving appointment.
- (iv) Visitors who have been granted appointment will necessarily be required to submit a negative Covid test report taken within last 72 hours prior to date/time of appointment, before being allowed to meet Hon'ble Chief Minister.
- (v) In case, appointment is sought for a group of persons, the size of such group shall preferably be restricted to 3 (three) or such lesser number of persons.
- (vi) Visitors who have been given appointment are advised to refrain from bringing gifts in any form.
- (vii) Visitors are advised to sanitize their hands using sanitizer dispenser installed in the premises.
- (viii) Visitors shall cooperate with officials of the Chief Minister's Office for any requirement/conduct expected from them in the office premises.
- (ix) Query and follow up on letter/representation will be entertained telephonically only (Ph. No. 0385-2450048 / 2450137)
- (x) No entry will be permitted for the purpose of submitting representations. All representations will be received at the Dak Counter (General Section).


27.4.2021
(Ningthoujam Geoffrey)
Secretary to Chief Minister,
Manipur

Copy to: -

1. Staff Officer to Chief Secretary, Govt. of Manipur
2. All Administrative Secretaries, Govt. of Manipur
3. Superintendent of Police, CID(Security), Imphal
4. Deputy Secretary (CMO), Govt. of Manipur
5. Deputy SP/CID (Security), C.M. Bungalow
6. Personal Secretary/Personal PRO/ PRO to Chief Minister, Manipur
7. Notice Board