



दिल्ली विकास प्राधिकरण  
DELHI DEVELOPMENT AUTHORITY  
नीति एवं समन्वय (कार्मिक)  
POLICY & COORDINATION (PERSONNEL)

No.: PERS/PACP/0005/2020/F5/-AD-P C(P)/ 196

Date: 3<sup>rd</sup> December 2020

**CIRCULAR**

Sub: **Camp for COVID-19 testing – reg.**

The ongoing COVID-19 pandemic has affected everybody and everything across all spheres of life. Although the daily rate of occurrence of cases of COVID-19 across the nation has significantly decreased in the past few weeks, the State of Delhi has recently seen an alarming rise in the positive cases. Since DDA has a majority of its manpower in the age group of 55-60 years, the surge in cases in Delhi is a matter of alarming concern.

2. To safeguard the lives of DDA employees and ensure better precautionary measures, it has been decided to organise a testing camp by a medical team of expert doctors on **04.12.2020, 07.12.2020 and 08.12.2020** between **11:00 A.M. to 04:00 P.M.**, for conducting RT-PCR / Rapid Antigen tests for COVID-19 on all employees of DDA (including contractual employees). The camp will be located **adjacent to Auction Hall, Block – D, Vikas Sadan.**

3. The HODs are requested to encourage the officers/officials under their respective subordination to attend the testing camp and get tested for COVID-19. The officers/officials shall be required to bring along the following details:-

- Name & Designation
- Age
- Gender
- Mobile Number
- Identity Card
- Aadhar Number
- Residential Address

(Anil Sharma)

Director (Pers.) – II

**All the HODs**

Copy to:-

- Dy. Director (IR&SW), DDA, for deputing two Welfare Inspectors and a Data Entry Operator to assist the medical team
- Chief Security Officer, DDA, for making necessary arrangements to operate the COVID-19 tests smoothly
- Director (Systems), with request to upload the Circular on DDA's website
- Ex. Engineer/SMD-IV, DDA, for necessary action