

**Minutes of the meeting held on 16<sup>th</sup> March, 2020 at 1500 hrs.**

**Present**

Shri Bimal Julka, Chief Information Commissioner  
Shri D.P. Sinha, Information Commissioner  
Shri Yashvardhan Sinha, Information Commissioner  
Smt. Vanaja N Sarna, Information Commissioner  
Shri Neeraj Kumar Gupta, Information Commissioner  
Shri Suresh Chandra, Information Commissioner  
Dr. Amita Pandove, Information Commissioner  
Secretary to the Commission, assisted by other officers

**Agenda No.1: Measures to be taken in the Commission in wake of impending COVID-19 virus threat, declared as National Disaster.**

- I. Precautionary measures to be taken in the Commission were discussed in wake of guidelines issued by the Ministry of Health and Family Welfare, Government of India, steps taken by Hon'ble Supreme Court of India and Hon'ble High Court of Delhi to mitigate the threat of COVID-19 virus.

It was decided to issue detailed instructions on restriction of movement of visitors and sanitation measures to be adopted in the Commission.

*MP*  
*18/03/2020*  
(Rahul Rastogi)  
Joint Secretary (Admn)  
18.03.2020

To

1. PPS to Chief Information Commissioner (BJ)
2. PPS to Information Commissioner (DP)
3. PPS to Information Commissioner (YS)
4. PPS to Information Commissioner (VN)
5. PPS to Information Commissioner (NG)
6. PPS to Information Commissioner (SC)
7. PPS to Information Commissioner (AP)
8. PPS to Secretary/PS to Additional Secretary

Copy also to:

1. JS (P&B)/ JS (MR) / JS (Law)/Registrar (Consultant)
2. Shri Sushil Kumar, DS (Admn)
3. Shri S.K. Rabbani, DS (Gen. Admn)
4. Shri K.A. Talwar, DS (CR-I)
5. Shri U.C. Joshi, DS (Law)
6. Shri R.S.Murthy, Consultant
7. Shri S C Sharma, Consultant
8. Shri R.P. Grover, Consultant
9. Shri Baljit Singh Kasana, Consultant
10. Shri H.P. Sen, Consultant
11. Shri K.L. Das, Consultant
12. Shri A.K. Assija, Consultant

*MR*  
*18/03/2020*  
(Rahul Rastogi)  
Joint Secretary (Admn)  
18.03.2020