



No.SO.E&A(LG)MSG/2019

GOVERNMENT OF THE PUNJAB  
LOCAL GOVT. & COMMUNITY DEVELOPMENT  
DEPARTMENT

Dated Lahore, the 16<sup>th</sup> March, 2020

To

All Deputy Commissioners in the Punjab.

Subject: **MESSAGE FROM SECRETARY, LG&CD DEPARTMENT**

I am directed to forward herewith the following message from Secretary, LG&CD Department, which was circulated amongst the Deputy Commissioners of Punjab through electronic media i.e. Whatsapp on the official group of Deputy Commissioners on 16.03.2020.

“بلدیہ مستحکم - پنجاب مستحکم”

**IMPORTANT INSTRUCTIONS:**

***Dear Deputy Commissioners & Administrators of all Local Governments!***

***In view of the looming threat of Corona Virus spread, all Local Governments must prepare three Plans.***

**PLAN A:**

***All SOPs and instructions of the Provincial Government shall be strictly observed in order to prevent the spread of the COVID-19 disease. These SOPs are well known and have already been notified/ circulated.***

**PLAN B:**

***If God forbid, officers and staff members of local governments contract the disease then how the affairs of local governments shall be handled with deficient work force. Detailed plan be prepared.***

**PLAN C:**

***And if the situation, God forbid, further worsens and the cities are instructed to be locked down then how the municipal services shall be maintained.***

***First Draft of all Three Plans must reach the LG&CD Department by Tuesday morning.***

*Such Plans shall be improved/ modified continuously keeping in view the available resources and changing instructions/ guidelines from the Provincial Government on the subject.*

*May Allah help us all and keep everyone in the country safe and healthy.*

*All of you MUST keep watching and responding to the instructions being issued on the WhatsApp Group (DCs-(Receipt Only) LG&CD. This Group is managed singularly by Secretary LG&CD Department, Government of the Punjab.*

*Regards*

*Secretary  
LG&CD Department*

2. I am further directed to state that the instructions contained in the above noted message may please be noted for information and necessary action

  
SECTION OFFICER (GENERAL)  
LG&CD DEPARTMENT

**CC:**

- A copy is forwarded for information and necessary action to
1. All Administrators of Local Governments in Punjab
  2. The Director General, Directorate General LG&CDD.
  3. All the Additional Secretaries in LG&CD Department.
  4. All the Divisional Directors/ Deputy Directors of LG&CD Department in Punjab.
  5. All Chief Officers of Punjab.
  6. PSO to Secretary, LG&CDD
  7. Record File