



**HIMACHAL PRADESH STATE DISASTER MANAGEMENT AUTHORITY  
THE DISASTER MANAGEMENT CELL (DMC), GOVERNMENT OF HIMACHAL PRADESH  
STATE EMERGENCY OPERATIONS CENTRE (SEOC)  
TOLL FREE NO.: 1070**

**EMAIL ID: [sdma-hp@nic.in](mailto:sdma-hp@nic.in)**

No. Rev (DMC) (C) 20-2/2020-COVID-19

Dated: 27<sup>th</sup> May 2020

**ADDITIONAL SOPs FOR MOVEMENT OF INDIAN (HP) NATIONALS STRANDED OUTSIDE THE  
COUNTRY AND SPECIFIED PERSONS TO TRAVEL ABROAD**

**(In response to the MHA Order(s) No. 40-3/2020-DM-I (A) Dated: 5<sup>th</sup> May, 2020 & 24<sup>th</sup> May, 2020)  
and in continuation to this office's SOP dated 12<sup>th</sup> May & 17<sup>th</sup> May 2020.**

**Facilitation of Movement**

- i. The Guidelines for international arrivals, including for quarantine arrangements, dated 24<sup>th</sup> May, 2020 issued by Ministry of Health & Family Welfare will be followed.
- ii. The protocol for Institutional Quarantine will be 7 days followed by 7 days home quarantine after medical assessment. Before boarding, all travellers shall give an undertaking that they would undergo mandatory quarantine for 14 days – 7 days paid institutional quarantine at their own cost, followed by 7 days isolation at home with self-monitoring of health.
- iii. District Administration/ Tourism Department are requested to issue necessary directions to hotels earmarked/used for Institutional Quarantine to ensure that foreign returnees who were quarantined in hotels and paid advance for 14 days, shall be refunded their balance amount, without any delay.
- iv. The modalities finalized for operation of RCS-UDAN flights issued by Ministry of Civil Aviation vide Order No. AV.13011/5/2017-DT (RCS)/MoCA dated 24<sup>th</sup> May 2020 may be ensured.
- v. All SOPs to be followed issued by this department and any point mentioned in the SOPs issued by Ministry of Home Affairs dated 24<sup>th</sup> May 2020 may also be treated as SOP for the movement of International arriving and departing persons.

  
**Principal Secretary (Revenue) to the  
Government of Himachal Pradesh**

To

1. The Nodal Officer & supporting officer for movement of International Stranded Persons to HP.
2. Sh. Robert Shetkintong, Joint Secretary, Ministry of External Affairs, Government of India & Chief Coordinator for Himachal Pradesh.
3. The Nodal Officers appointed by the Government of Himachal Pradesh for movement of the stranded persons.
4. Sh. Rajiv Kumar, OSD, Himachal Bhavan, Chandigarh.

Copy to:

1. All the Members of the SDMA.
2. All the Members of SEC.
3. Principal Secretary to Hon'ble Chief Minister
4. All the Divisional Commissioners.
5. All the Deputy Commissioners
6. Principal PS cum Special Secretary to Hon'ble Chief Minister.
7. PPS to Chief Secretary

  
27/5/20  
**Director cum Special Secretary (Revenue-DM) to the  
Government of Himachal Pradesh.**

**No.40-3/2020-DM-I (A)**  
**Government of India**  
**Ministry of Home Affairs**

North Block, New Delhi-110001  
Dated 24<sup>th</sup> May, 2020

**ORDER**

In continuation of Ministry of Home Affairs' Orders No.40-3/2020-DM-I(A) dated 17<sup>th</sup> May, 2020, 19<sup>th</sup> May, 2020 and 20<sup>th</sup> May, 2020 and in exercise of the powers, conferred under Section 10(2)(l) of the Disaster Management Act, the undersigned, in his capacity as Chairperson, National Executive Committee, hereby issue Standard Operating Protocol (SOP), for ***movement of Indian Nationals stranded outside the country and of specified persons to travel abroad, as Annexed***, in supersession of MHA order of even number dated 5<sup>th</sup> May, 2020 to Ministries/ Departments of Government of India, State /Union Territory Governments and State /Union Territory Authorities with the directions for its strict implementation.

  
Home Secretary

**To: (As per list attached)**

1. The Secretaries of Ministries /Departments of Government of India.
2. The Chief Secretaries/Administrators of States/Union Territories.

**Copy to:**

- i) All Members of the National Executive Committee.
- ii) Member Secretary, National Disaster Management Authority.

**Annexure to Ministry of Home Affairs' (MHA) Order No.40-3/2020-DM-I (A)  
dated 24<sup>th</sup> May, 2020**

**A. Standard Operating Protocol (SOP) for movement of Indian Nationals stranded outside the country**

In order to contain the spread of COVID-19 pandemic, international travel of passengers has been prohibited under MHA's Orders related to lockdown measures. As per information available, many Indian Nationals who had travelled to different countries before the lockdown, on various purposes such as employment, studies/ internships, tourism, business, etc., are stranded abroad. Due to their prolonged stay abroad, they are facing distress and are desirous of returning to India urgently. Apart from the above cases, there are other Indian Nationals who need to visit India in medical emergencies or death of a family member.

2. In order to facilitate the movement of such Indian Nationals, the following SoP is hereby laid down:

- i. Such persons will register themselves with the Indian Missions in the country where they are stranded, along with necessary details as prescribed by MEA.
- ii. They will travel to India by non scheduled commercial flights as allowed by Ministry of Civil Aviation (MOCA); and ships as allowed by Department of Military Affairs (DMA)/ Ministry of Shipping (MOS). Only those crew and staff, who are tested COVID-19 negative, will be allowed to operate these flights/ ships.
- iii. Priority will be given to compelling cases in distress, including migrant workers/ labourers who have been laid off, short term visa holders faced with expiry of visas, persons with medical emergency/ pregnant women/ elderly, those required to return to India due to death of family member, and students.
- iv. The cost of travel, as specified by the carrier, will be borne by such travellers.
- v. Based on the registrations received, MEA will prepare flight/ ship wise database of all such travellers, including details such as name, age, gender, mobile phone number, place of residence, place of final destination; and information on RT-PCR test taken and its result. This data base will be shared by MEA with the respective State/ UT in advance.
- vi. MEA will designate State/ UT wise nodal officers, who will co-ordinate with the nodal officers designated for this purpose by the respective States/ UTs.
- vii. MEA will display with at least two days notice, the schedule (day, place and time of arrival) of the incoming flight/ ship, on their online digital platform.
- viii. All travellers will also be required to give an undertaking that they are making the journey at their own risk.
- ix. Passengers arriving through the land borders will also have to undergo the same protocol as above, and only those who are asymptomatic will be enabled to cross the border into India.

  
24/5

- x. The Guidelines for international arrivals, including for quarantine arrangements, dated May 24, 2020, issued by Ministry of Health & Family Welfare (MoHFW) will be followed. A copy of the Guidelines is enclosed.

**B. Standard Operating Protocol (SOP) for movement of persons stranded in India who are desirous to travel abroad**

In order to contain the spread of COVID-19 pandemic, international travel of passengers has been prohibited under MHA's Orders related to lockdown measures. As per information available, many persons are stranded in India who desirous to travel abroad urgently for various purposes.

2. In order to facilitate the movement of such persons, the following SoP is hereby laid down:

- i. Such persons will apply to Ministry of Civil Aviation (MoCA) or to any agency designated by MoCA for this purpose, along with necessary details, including the places of departure and arrival, as prescribed by MoCA.
- ii. Only those persons shall be allowed to travel to the destination countries, who are citizens of that country; who hold visa of at least one year duration of that country; and green card or OCI card holder. In cases of medical emergency or death in the family, Indian Nationals holding six month visa can also be allowed.
- iii. The travel from India shall be by on the non-scheduled commercial flights that are allowed by MoCA for bringing back stranded Indian Nationals from abroad.
- iv. Indian seafarers/ crew seeking to accept contracts to serve on vessels abroad, can travel on the non-scheduled commercial flights departing from India under the Vande Bharat Mission or other flights arranged by their employers subject to clearance given by the Ministry of Shipping.
- v. Before the tickets of such persons are confirmed, MoCA will ensure that the destination country allows entry of such persons in that country. The conditions, if any, imposed by the destination country, will have to be fulfilled by the person intending to travel.
- vi. The cost of travel, as specified by the carrier, will be borne by such travellers.
- vii. At the time of boarding the flight, MoCA will ensure that all travellers undergo thermal screening as per health protocol. Only asymptomatic travellers would be allowed to board the flight.
- viii. While on board the flight, required precautions such as wearing of masks, environmental hygiene, respiratory hygiene, hand hygiene etc. are to be observed by airline staff, crew and all passengers.

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F. No. Z.28015/19/2020-EMR (Pt.)  
Government of India  
Ministry of Health & Family Welfare

Nirman Bhawan, New Delhi  
Dated the 24<sup>th</sup> May, 2020

**OFFICE MEMORANDUM**

Government of India has been taking various measures towards management of COVID 19. As part of graded response various travel related restrictions were put in place and guidelines issued from time to time as per evolving situation. A nationwide lockdown was enforced since 25<sup>th</sup> March, 2020 and orders were issued under Disaster Management Act. States have been advised to implement stringent measures to break the chain of transmission and contain COVID19.

Certain activities have since been allowed including trains for migrant workers and evacuation of Indians stranded in other countries. Regular train services are also being resumed in phases and limited services of domestic airlines are scheduled to commence from 25th May, 2020.

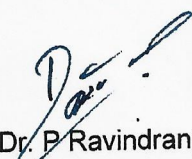
With a view to harmonize health related instruction during such travel, the guidelines as mentioned in annexures are hereby issued.

States/UTs are requested to implement the aforesaid guidelines. However, they may develop and implement their own protocol as per their assessment of the situation with a view to effectively contain COVID 19.

This is issued with the approval of Competent Authority.

Encl:

- (1) Guidelines for International arrivals
- (2) Guidelines for domestic travel (air/train/inter-state bus travel)

  
(Dr. P. Ravindran)  
Director, EMR  
Dte. GHS, MoHFW  
Tel: 011-23061302

To

- Chief Secretaries of all States/UTs
- Secretary (Ministry of Home Affairs, Ministry of Civil Aviation, Ministry of Shipping, Ministry of Highways and Road Transport)
- Chairman, Land Port Authority of India

Government of India  
Ministry of Health and Family Welfare

**Guidelines for international arrivals**

- i. Before boarding, all travellers shall give an undertaking that they would undergo mandatory quarantine for 14 days - 7 days paid institutional quarantine at their own cost, followed by 7 days isolation at home with self-monitoring of health.
- ii. Only for exceptional and compelling reasons such as cases of human distress, pregnancy, death in family, serious illness and parent(s) accompanied by children below 10 years, as assessed by the receiving states, home quarantine may be permitted for 14 days. Use of Aarogya Setu app shall be mandatory in such cases.
- iii. Dos and Don'ts shall be provided along with ticket to the travelers by the agencies concerned.
- iv. All passengers shall be advised to download Arogya Setu app on their mobile devices.
- v. At the time of boarding the flight/ ship, only asymptomatic travelers will be allowed to board after thermal screening.
- vi. Passengers arriving through the land borders will also have to undergo the same protocol as above, and only those who are asymptomatic will be enabled to cross the border into India.
- vii. Self-declaration form in duplicate shall be filled by the person in the flight/ship and a copy of the same will be given to Health and Immigration officials present at the airport/ seaport/ landport. The form may also be made available on Aarogya Setu app.
- viii. Suitable precautionary measures such as environmental sanitation and disinfection shall be ensured at the airports as well as within the flights.
- ix. During boarding and at the airports, all possible measures to ensure social distancing to be ensured.
- x. Suitable announcement about COVID-19 including precautionary measures to be followed shall be made at airports/port and in flights/ships and during transit.
- xi. While on board the flight/ ship, required precautions such as wearing of masks, environmental hygiene, respiratory hygiene, hand hygiene etc. are to be observed by airline/ ship staff, crew and all passengers.
- xii. On arrival, thermal screening would be carried out in respect of all the passengers by the Health officials present at the airport/ seaport/ landport.
- xiii. The passengers found to be symptomatic during screening shall be immediately isolated and taken to medical facility as per health protocol.
- xiv. The remaining passengers shall be taken to suitable institutional quarantine facilities, to be arranged by the respective State/ UT Governments.
- xv. These passengers shall be kept under institutional quarantine for a minimum period of 7 days. They shall be tested as per ICMR protocol available at <https://www.mohfw.gov.in/pdf/Revisedtestingguidelines.pdf>  
If they test positive, they shall be assessed clinically.
  - a. If they are assessed as mild cases, they will be allowed home isolation or isolated in the Covid Care Centre (both public & private facilities) as appropriate.

- b. Those having moderate or severe symptoms will be admitted to dedicated COVID Health facilities and managed accordingly.

If found negative, they shall be advised to further isolate themselves at home and self-monitor their health for 7 days.

- xvi. In case, any symptoms develop they shall inform the district surveillance officer or the state/national call center (1075).

**NOTE: States can also develop their own protocol with regards to quarantine and isolation as per their assessment.**

F. No. AV. 13011/5/2017-DT (RCS)/MoCA  
**Ministry of Civil Aviation**

Rajiv Gandhi Bhawan,  
New Delhi-110003  
Dated 24<sup>th</sup> May, 2020

**ORDER**

Air travel of passengers, both domestic and international, has been prohibited since 25<sup>th</sup> March 2020. Now it has been decided by Government that domestic air travel of passengers shall resume with effect from 25<sup>th</sup> May, 2020 (As per the order of MHA dated 20<sup>th</sup> May, 2020). Accordingly, Ministry of Civil Aviation (MoCA) has developed general instructions and detailed guidelines for air travel of passengers and major stakeholders {Selected Airline Operators (SAOs), Airports, Security Agencies, Ground Handling Agencies and Health Authorities, etc.} by incorporating necessary safeguards in consultation with Experts and Stakeholders. MoCA, vide Order No. AV.29017/5/2020-DT dated 21/05/2020 has decided to recommence domestic air travel from 25<sup>th</sup> May, 2020 with a limited extent.

2. RCS-UDAN is a flagship program of Government of India to provide affordable air connectivity to common man in remote areas of the country and make flying affordable to the masses. To ensure the benefit of air connectivity to small cities/ towns, following modalities have been finalized for operation of RCS-UDAN flights:

- a. All the Operational Routes in Priority Areas (North East Region, Hilly States and Islands) are permitted to resume operations.
- b. All Operational Helicopter Routes are permitted to resume operations.
- c. All Operational Routes with Zero VGF are permitted to resume operations.
- d. All Operational Routes up to 500 km Stage Length are permitted to resume operations.
- e. Selected Airline Operators (SAOs) are allowed to operationalise awarded routes under UDAN (including Seaplanes) covered under above categories.
- f. If willing to operate without VGF support, SAOs may operate Tourism RCS routes (T-RCS) or RCS routes with stage length more than 500 km in areas other than Priority Areas. However, other incentives for the respective routes as per the scheme document would continue to be available for the contract period.
- g. SAOs may also be allowed to operate RCS routes with stage length more than 500 km as per the respective SAO agreements in cases where:
  - a. Operation of such route(s) is necessary for repositioning of aircraft for a network which consists of all other RCS routes belonging to the above categories.

- b. Non operation of such RCS routes would lead to the airport(s) being connected by such routes to become unserved as per the Scheme document.
- h. Considering the limited amount of demand likely to be seen in the near future as well as the objective of optimal utilization of VGF, SAOs are allowed operating flexibility in their schedules while mandating a minimum of 3 flights per week and maximum as per the awarded frequency in the respective Agreements. Further, SAOs are allowed flexibility to operate truncated routes from the networks or from new networks as long as RCS routes within the network belong to the categories mentioned above.
- i. RCS-UDAN flights would be in addition to the permitted 1/3<sup>rd</sup> capacity of the approved Summer Schedule, 2020 as communicated vide Order dated 21<sup>st</sup> May, 2020 of MoCA.
- j. List of the allowed routes will be communicated by RCS Cell, AAI from time to time for necessary action by the SAOs, DGCA, BCAS and concerned State/ UT Governments.
- k. Implementation of these measures will be reviewed from time to time and based on the progress, further directions would be communicated.
- l. All SAOs shall be required to follow SOP for operation of flights as per the guidelines issued by MoCA dated 21/05/2020.
- m. This order shall remain in force till 3 months or further orders of MoCA, whichever is earlier.
3. This is issued with the approval of Competent Authority.

  
(Usha Padhee)

Joint Secretary to the Government of India

**To:**

1. Chairman, AAI, CHQ, New Delhi with a request to effect the schedule of SAOs in accordance with the order.
2. DGCA, New Delhi with a request to effect the schedule of SAOs in accordance with the order.
3. DG, BCAS, New Delhi.
4. PS to HMoSCA (IC).
5. Secretary, CA.
6. Sr. EA/ JS&FA/ JS (SKM)/ JS (RA)/ JS (AD), MoCA.
7. Concerned State/ UT Governments.
8. IT Section, MoCA for placing the order on MoCA's website.