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Rev (DMC) (C) 20-2/2020 – COVID 19
Government of Himachal Pradesh
Revenue Department – Disaster Management Cell

Shimla – 171002

Dated: 30, October 2020

ORDER

Whereas, an Order of even number dated 01.10.2020 was issued for extension of lock down in Containment Zones to arrest the spread of COVID-19 in the State for a period up to 31.10.2020 with guidelines for re-opening of activities in a calibrated manner in areas outside the Containment Zones under Unlock 5;

Whereas, on the directions of National Disaster Management Authority (NDMA) and in exercise of the powers, conferred under Section 10(2)(l) of the Disaster Management Act, 2005, the Chairperson National Executive Committee (NEC) has issued an Order No. 40-3/2020-DM-I(A) dated 27.10.2020 to extend the lockdown in Containment Zones up to 30.11.2020, the guidelines (dated 30.09.2020) placed at **Annexure -A** will remain in force upto 30.11.2020;

And whereas, after a careful review of the current situation wherein COVID-19 epidemic is still a public health risk, and caution is required for the containment thereof;

Now, therefore after considering the prevalent status of the COVID-19 pandemic and the overall circumstances, which necessitates continuation of certain restrictions, in exercise of the powers conferred under the Section 24 (e) of the DM Act 2005, the undersigned in the capacity of the Chairman, State Executive Committee (SEC), hereby orders to extend the lockdown up to 30.11.2020 in Containment Zones in accordance with the directions contained in Order of NEC dated 27.10.2020 and directs all the Departments and Organisations of the Government, District Magistrates, Police Officers/Officials and Local Authorities of the State to ensure strict compliance with the directions of the NEC ibid. The extension of the Lockdown period in Containment Zones with immediate effect and up to 30.11.2020 and new guidelines on re-opening of activities as per **Annexure – A** will be implemented, with the following directions:-

1. No Restriction on Inter-State and Intra-State Movement:

There shall be no restriction on inter-State and intra-State movement of persons and goods. No separate permission/approval/e-permit/registration will be required for such movements. However, inter-State movement of public transport buses, as already ordered, shall be operated only as per the SOPs to be issued by the

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Department of Transport, Himachal Pradesh after ensuring full readiness to comply with the SOPs.

2. Re-Opening of Schools & Coaching Institutions:

The Department of Education may re-open schools and coaching institutions by issuing SOPs and after ensuring full readiness of schools and coaching institutions to comply with the SOPs.

3. SOPs for Airports, Railway Station and Movement of International Returnees:

The SOPs for railway stations and airports and passengers coming from abroad will be as placed at **Annexure – B**.

4. SOPs on preventive measures to contain spread of COVID-19 during gatherings:


The SOPs on preventive measures to contain spread of COVID-19 during social/academic/sports/entertainment/cultural/religious/political and other congregations will be as placed at **Annexure – C**.

5. Quarantine Requirements:

Quarantine requirements will be as prescribed by the Department of Health and Family Welfare from time to time.

6. Directives for COVID-19 Management:

In addition to the National Directives on COVID-19 Management as contained in **Annexure I** of MHA order, the following directives shall be strictly adhered to and enforced by all concerned authorities:

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- (i) **'Jan Andolan'**, announced by the Hon'ble Prime Minister on 8th October, 2020, on COVID-19 appropriate behaviour, to follow three mantras, namely, wearing face mask, washing hands frequently, and maintaining safe distance of 6 feet, shall be launched by all DMs/SPs/CMOs with full vigour.
 - (ii) All the Heads of Offices/Institutions (Health, etc.), especially those with large public dealings, shall take steps to reduce overcrowding in their establishments, maintain social distancing, and reduce public footprint in offices. Use of online platforms and token/permits system will be encouraged to provide services and reduce queues in offices/institutions. Preference will be given to hold review meetings through web based systems.
 - (iii) The Head of Office shall ensure implementation of SOPs issued by the Government of India Ministry of Health & Family Welfare on preventive

measures to contain spread of COVID-19 in offices and as reiterated by DMC, Department of Revenue vide letter of even number dated 08.06.2020.

- (iv) District Administration shall keep a close watch on crowding in urban settings and take proactive measures to implement social distancing and face cover/wearing of marks.
- (v) All the office bearers of Panchayati Raj Institutions (PRIs) and Urban Local Bodies (ULBs) shall ensure implementation of directives with respect to number of persons allowed to participate in marriage functions and funerals and restrictions imposed on social/political/sports/entertainment /academic/ cultural/religious functions and other large congregations in their respective jurisdictions. Violations of directives in this regard shall be brought to the notice of the District Administration forthwith.
- (vi) All the project proponents, industrialists, contractors, orchardists, agriculturists, etc. will ensure that their workers maintain social distancing and take preventive measure to reduce spread COVID-19 in work place and residential settings.
- (vii) People without face cover/mask will not be allowed to board public transport such as buses and taxis and provided any services/goods in public offices or private establishments/shops.
- (viii) All non-essential travels, physical interactions and visits to public places/establishments shall be discouraged.

7. Community Awareness:

Responsible behavior on the part of all people through adoption of the prescribed safety precautions and self-regulation is critical to the containment measures being adopted for combating COVID-19. Negligence or non-adoption of prescribed safety measures can be harmful not only to the person concerned or his family and his colleague but also to the society as a whole. Therefore, there is continuous need to keep the awareness campaign alive and ensuring institutionalization of social distancing measure taken so far which have helped in containing the spread of COVID-19 in the State. In order to ensure this, the following measures may be taken:-

- a) Schools, colleges and other educational institution which are conducting online learning classes shall, in their teaching, necessarily incorporate the advice to students on key personal safety measures such as wearing face mask/covering faces in public places, practicing frequent hand washing, maintaining social distance of 6 feet, cough etiquette, etc. The students may further be

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encouraged to disseminate these personal and social habits within their family as well as others.

- b) The NGOs, CBOs and other voluntary organisations may also be encouraged to take up this matter in all earnestness for disseminating this message.
- c) The District Administration should also involve IAG Network and DRR volunteers and those who have volunteered their services to fight COVID-19 in educating the public at vantage places and in ensuring social distancing as well as wearing face marks/cover.

8. Penal Provisions:

Any person violating these measures will be liable to be proceeded against as per the provisions of Section 51-60 of the Disaster Management Act, 2005, besides legal action under Section 188 of the IPC, and other legal provisions as applicable. Extract of these penal provisions is at **Annexure II** of MHA order.

This Order shall remain in force, in all parts of the State with immediate effect and till 30.11.2020 or further orders, whichever is earlier.



**Chief Secretary cum Chairperson, SEC
Himachal Pradesh.**

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. All the Head of Departments, Himachal Pradesh.
3. All the Divisional Commissioners, Himachal Pradesh.
4. All the Deputy Commissioners, Himachal Pradesh.
5. The Director I & PR for wider dissemination.

Copy for information to:

1. The Home Secretary, Ministry of Home Affairs, Government of India.
2. All the Members of SDMA.
3. All the members of the State Executive Committee.
4. Principal PS cum Special Secretary to Hon'ble Chief Minister-cum-Chairperson, SDMA.


**Additional Chief Secretary (Revenue) to the
Government of Himachal Pradesh.**

AJAY BHALLA, IAS



गृह सचिव
Home Secretary
भारत सरकार
Government of India
North Block,
New Delhi

D.O. No. 40-3/2020-DM-I(A)

27th October, 2020

Dear Chief Secretary,

Kindly refer to Ministry of Home Affairs (MHA)'s Order of even number issued today whereby Guidelines for Re-opening dated 30.09.2020 have been extended upto 30.11.2020.

2. As you are aware, since the issuance of the first Order on lockdown measures by MHA on 24th March 2020, almost all activities have been gradually opened up in areas outside the Containment Zones. While most of the activities have been permitted, some activities involving large number of people, have been allowed with some restrictions and subject to SOPs being followed regarding health and safety precautions. These activities include - *metro rail; shopping malls; hotel, restaurants and hospitality services; religious places; yoga and training institutes; gymnasiums; cinemas; entertainment park etc.*

3. In respect of certain activities, having relatively higher degree of risk of COVID infection, State/ UT Governments have been permitted to take decisions for their re-opening, based on the assessment of the situation and subject to SOPs. These activities include - *schools and coaching institutes; State and private universities for research scholars; allowing gatherings above the limit of 100 etc.*

4. As emphasized during various interactions/ communications, the essence behind graded re-opening and progressive resumption of activities is to move ahead. However, it does not mean the end of the pandemic. There is a need to exercise abundant caution by adopting COVID-19 appropriate behaviour by every citizen in their daily routine. A '**Jan Andolan**' was launched by the Hon'ble Prime Minister on 8th October 2020 on COVID-19 appropriate behavior to follow three mantras, namely, wearing face mask, washing hand frequently, and maintaining safe distance of 6 feet.

Contd.p/2..

5. However, it has been reported that during the ongoing festival season, people are ignoring the cardinal safety requirements, such as wearing face masks and maintaining physical distancing in various gatherings. Such behavior poses a serious threat to public health, at a time when the number of active cases in the country is witnessing a falling trend.


6. There is, therefore, an urgent need to instill a sense of discipline and ownership amongst citizens in order that the resumption of activities is successful and gains made in the management of the pandemic are not diluted. Accordingly, you should endeavour to promote COVID-19 appropriate behavior extensively at the grass root level and take measures to enforce the wearing of mask, hand hygiene and social distancing. Further State/ UT Governments should regulate various gatherings of people and strictly enforce the same as per their SOPs.

7. As emphasized in my earlier D.O. letters, States/Union Territories cannot dilute the guidelines issued by MHA under the Disaster Management Act 2005. It is reiterated that State/ UT Governments shall not impose any local lockdown, outside the containment zones, without prior consultation with the Central Government. Further there shall be no restriction on inter-State and intra-State movement of persons and goods including those for cross land-border trade under Treaties with neighbouring countries.

8. I would urge you to ensure compliance of the aforesaid Order and direct all concerned authorities for its strict implementation. Further, guidelines issued by MHA and consequent Orders issued by the respective State Governments/ UT Administration should be widely disseminated to the public and to the field functionaries for implementation.

With regards,

Yours sincerely,


(Ajay Bhalla) 27/10/2021

To

The Chief Secretaries of all States.

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

North Block, New Delhi-110001

Dated 27th October, 2020

ORDER

In exercise of the powers, conferred under Section 10(2)(1) of the Disaster Management Act 2005, the undersigned hereby directs that guidelines for Re-opening issued vide Ministry of Home Affairs' Order of even number dated 30.09.2020, will remain in force upto 30.11.2020.


27/10/2020
Union Home Secretary

and, Chairman, National Executive Committee (NEC)

To:

1. The Secretaries of Ministries/ Departments of Government of India
2. The Chief Secretaries/Administrators of States/Union Territories
(As per list attached)

Copy to:

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

Guidelines for Re-opening

**[As per Ministry of Home Affairs (MHA) Order No. 40-3/2020-DM-I (A)
dated 30th September, 2020] - Valid till 30.11.2020**

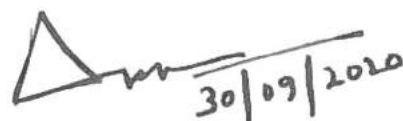
1. Activities permitted outside the Containment Zones

In areas outside the Containment Zones, all activities will be permitted, except the following:

- (i) State/ UT Governments may take a decision in respect of re-opening of schools and coaching institutions, after 15th October 2020, in a graded manner. The decision shall be taken in consultation with the respective school/ institution management, based on their assessment of the situation, and subject to the following conditions:
 - a. Online/ distance learning shall continue to be the preferred mode of teaching and shall be encouraged.
 - b. Where schools are conducting online classes, and some students prefer to attend online classes rather than physically attend school, they may be permitted to do so.
 - c. Students may attend schools/ institutions only with the written consent of parents.
 - d. Attendance must not be enforced, and must depend entirely on parental consent.
 - e. States /UTs will prepare their own standard operating procedure (SOP) regarding health and safety precautions for reopening of schools/ institutions based on the SOP to be issued by Department of School Education and Literacy (DoSEL), Ministry of Education, Government of India, keeping local requirements in view.
 - f. Schools, which are allowed to open, will have to mandatorily follow the SOP to be issued by Education Departments of States/ UTs prepared as above.
- (ii) Department of Higher Education (DHE), Ministry of Education may take a decision on the timing of the opening of Colleges/ Higher Education Institutions, in consultation with Ministry of Home Affairs (MHA), based on the assessment of the situation. Online/ distance learning shall continue to be the preferred mode of teaching and shall be encouraged.

However, Higher Education Institutions only for research scholars (Ph.D) and post-graduate students in science and technology stream requiring laboratory/ experimental works will be permitted to open from 15th October, 2020, as under:

- a. For Centrally Funded Higher Education Institutions, the Head of Institution will satisfy herself/ himself that there is a genuine


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requirement of research scholars (Ph.D) and post-graduate students in science and technology stream for laboratory/experimental works.

- b. For all other Higher Education Institutions e.g. State Universities, Private Universities etc., they may open only for research scholars (Ph.D) and postgraduate students in science and technology stream requiring laboratory/experimental works as per decision to be taken by the respective State/UT Governments.
- (iii) Swimming pools being used for training of sportspersons will be permitted to open with effect from 15th October, 2020, for which the SOP will be issued by Ministry of Youth Affairs & Sports (MoYA&S).
- (iv) Cinemas/ theatres/ multiplexes will be permitted to open with upto 50% of their seating capacity, in areas outside the Containment Zones only, with effect from 15th October 2020, for which, SOP will be issued by Ministry of Information & Broadcasting.
- (v) Entertainment parks and similar places will be permitted to open with effect from 15th October, 2020, for which the SOP will be issued by Ministry of Health & Family Welfare (MoHFW).
- (vi) Business to Business (B2B) Exhibitions will be permitted to open, in areas outside the Containment Zones only, with effect from 15th October 2020, for which, SOP will be issued by the Department of Commerce.
- (vii) Social/ academic/ sports/ entertainment/ cultural/ religious/ political functions and other congregations have already been permitted with a ceiling of 100 persons, outside Containment Zones only. Such gatherings beyond the limit of 100 persons may be permitted, outside Containment Zones, by State/ UT Governments only after 15th October 2020, and subject to the following conditions:
 - a. In closed spaces, a maximum of 50% of the hall capacity will be allowed, with a ceiling of 200 persons. Wearing of face masks, maintaining social distancing, provision for thermal scanning and use of hand wash or sanitizer will be mandatory.
 - b. In open spaces, keeping the size of the ground/ space in view, and with strict observance of social distancing, mandatory wearing of face masks, provision for thermal scanning and hand wash or sanitizer.State/ UT Governments will issue detailed SOPs, to regulate such gatherings and strictly enforce the same.
- (viii) International air travel of passengers, except as permitted by MHA.

2. National Directives for COVID-19 Management

National Directives for COVID-19 Management, as specified in **Annexure I**, shall continue to be followed throughout the country.


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3. Lockdown limited to Containment Zones

- (i) Lockdown shall remain in force in the Containment Zones till 31st October, 2020.
- (ii) Containment Zones shall be demarcated by the District authorities at micro level after taking into consideration the guidelines of MoHFW with the objective of effectively breaking the chain of transmission. Strict containment measures will be enforced in these containment zones and only essential activities will be allowed. There shall be strict perimeter control to ensure that there is no movement of people in or out of these zones, except for medical emergencies and for maintaining supply of essential goods and services. In the Containment Zones, there shall be intensive contact tracing, house-to-house surveillance, and other clinical interventions, as required. Guidelines of MoHFW shall be effectively implemented for the above purpose.
- (iii) These Containment Zones will be notified on the websites by the respective District Collectors and by the States/ UTs and information will be shared with MOHFW.

4. State/ UT Governments shall not impose any local lockdown (State/ District/ sub-division/City level), outside the containment zones, without prior consultation with the Central Government.

5. No restriction on Inter-State and intra-State movement

There shall be no restriction on inter-State and intra-State movement of persons and goods including those for cross land-border trade under Treaties with neighbouring countries. No separate permission/ approval/ e-permit will be required for such movements.

6. Movement of persons with SOPs


Movement by passenger trains; domestic passenger air travel; movement of persons on Vande Bharat and Air Transport Bubble flights; and sign-on and sign-off of Indian seafarers will continue to be regulated as per SOPs issued.

7. Protection of vulnerable persons

Persons above 65 years of age, persons with co-morbidities, pregnant women, and children below the age of 10 years are advised to stay at home, except for essential and health purposes.

8. Use of Aarogya Setu

- (i) *Aarogya Setu* enables early identification of potential risk of infection, and thus acts as a shield for individuals and the community.
- (ii) With a view to ensuring safety in offices and work places, employers on best effort basis should ensure that *Aarogya Setu* is installed by all employees having compatible mobile phones.


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(iii) District authorities may advise individuals to install the *Aarogya Setu application* on compatible mobile phones and regularly update their health status on the app. This will facilitate timely provision of medical attention to those individuals who are at risk.

9. Strict enforcement of the guidelines

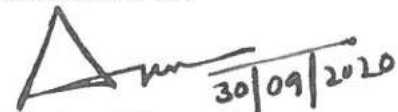
(i) State/ UT Governments shall not dilute these guidelines issued under the Disaster Management Act, 2005, in any manner.

(ii) For the enforcement of social distancing, State/ UT Governments may, as far as possible, use the provisions of Section 144 of the Criminal Procedure Code (CrPC) of 1973.

(iii) All the District Magistrates shall strictly enforce the above measures.

10. Penal provisions

Any person violating these measures will be liable to be proceeded against as per the provisions of Section 51 to 60 of the Disaster Management Act, 2005, besides legal action under Section 188 of the IPC, and other legal provisions as applicable. Extracts of these penal provisions are at **Annexure II**.

A handwritten signature in black ink, followed by the date '30/09/2020' written in a similar style.

**Union Home Secretary
and, Chairman, National Executive Committee**

NATIONAL DIRECTIVES FOR COVID-19 MANAGEMENT

1. **Face coverings:** Wearing of face cover is compulsory in public places; in workplaces; and during transport.
2. **Social distancing:** Individuals must maintain a minimum distance of 6 feet (2 gaz ki doori) in public places.

Shops will ensure physical distancing among customers.

3. **Spitting in public places** will be punishable with fine, as may be prescribed by the State/ UT local authority in accordance with its laws, rules or regulations.

Additional directives for Work Places

4. **Work from home (WfH):** As far as possible the practice of WfH should be followed.
5. **Staggering of work/ business hours** will be followed in offices, work places, shops, markets and industrial & commercial establishments.
6. **Screening & hygiene:** Provision for thermal scanning, hand wash or sanitizer will be made at all entry points and of hand wash or sanitizer at exit points and common areas.
7. **Frequent sanitization** of entire workplace, common facilities and all points which come into human contact e.g. door handles etc., will be ensured, including between shifts.
8. **Social distancing:** All persons in charge of work places will ensure adequate distance between workers, adequate gaps between shifts, staggering the lunch breaks of staff, etc.


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Offences and Penalties for Violation of Lockdown Measures

A. Section 51 to 60 of the Disaster Management Act, 2005

51. Punishment for obstruction, etc.—Whoever, without reasonable cause —

- (a) obstructs any officer or employee of the Central Government or the State Government, or a person authorised by the National Authority or State Authority or District Authority in the discharge of his functions under this Act; or
- (b) refuses to comply with any direction given by or on behalf of the Central Government or the State Government or the National Executive Committee or the State Executive Committee or the District Authority under this Act,

shall on conviction be punishable with imprisonment for a term which may extend to one year or with fine, or with both, and if such obstruction or refusal to comply with directions results in loss of lives or imminent danger thereof, shall on conviction be punishable with imprisonment for a term which may extend to two years.

52. Punishment for false claim.—Whoever knowingly makes a claim which he knows or has reason to believe to be false for obtaining any relief, assistance, repair, reconstruction or other benefits consequent to disaster from any officer of the Central Government, the State Government, the National Authority, the State Authority or the District Authority, shall, on conviction be punishable with imprisonment for a term which may extend to two years, and also with fine.

53. Punishment for misappropriation of money or materials, etc.—Whoever, being entrusted with any money or materials, or otherwise being, in custody of, or dominion over, any money or goods, meant for providing relief in any threatening disaster situation or disaster, misappropriates or appropriates for his own use or disposes of such money or materials or any part thereof or wilfully compels any other person so to do, shall on conviction be punishable with imprisonment for a term which may extend to two years, and also with fine.

54. Punishment for false warning.—Whoever makes or circulates a false alarm or warning as to disaster or its severity or magnitude, leading to panic, shall on conviction, be punishable with imprisonment which may extend to one year or with fine.

55. Offences by Departments of the Government.—(1) Where an offence under this Act has been committed by any Department of the Government, the head of the Department shall be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly

unless he proves that the offence was committed without his knowledge or that he exercised all due diligence to prevent the commission of such offence.

(2) Notwithstanding anything contained in sub-section (1), where an offence under this Act has been committed by a Department of the Government and it is proved that the offence has been committed with the consent or connivance of, or is attributable to any neglect on the part of, any officer, other than the head of the Department, such officer shall be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

56. Failure of officer in duty or his connivance at the contravention of the provisions of this Act.—Any officer, on whom any duty has been imposed by or under this Act and who ceases or refuses to perform or withdraws himself from the duties of his office shall, unless he has obtained the express written permission of his official superior or has other lawful excuse for so doing, be punishable with imprisonment for a term which may extend to one year or with fine.

57. Penalty for contravention of any order regarding requisitioning.—If any person contravenes any order made under section 65, he shall be punishable with imprisonment for a term which may extend to one year or with fine or with both.

58. Offence by companies.—(1) Where an offence under this Act has been committed by a company or body corporate, every person who at the time the offence was committed, was in charge of, and was responsible to, the company, for the conduct of the business of the company, as well as the company, shall be deemed to be guilty of the contravention and shall be liable to be proceeded against and punished accordingly:

Provided that nothing in this sub-section shall render any such person liable to any punishment provided in this Act, if he proves that the offence was committed without his knowledge or that he exercised due diligence to prevent the commission of such offence.

(2) Notwithstanding anything contained in sub-section (1), where an offence under this Act has been committed by a company, and it is proved that the offence was committed with the consent or connivance of or is attributable to any neglect on the part of any director, manager, secretary or other officer of the company, such director, manager, secretary or other officer shall also, be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

Explanation.—For the purpose of this section—

- (a) “company” means anybody corporate and includes a firm or other association of individuals; and
- (b) “director”, in relation to a firm, means a partner in the firm.

59. Previous sanction for prosecution.—No prosecution for offences punishable under sections 55 and 56 shall be instituted except with the previous sanction of the Central Government or the State Government, as the case may be, or of any officer authorised in this behalf, by general or special order, by such Government.

60. Cognizance of offences.—No court shall take cognizance of an offence under this Act except on a complaint made by—

- (a) the National Authority, the State Authority, the Central Government, the State Government, the District Authority or any other authority or officer authorised in this behalf by that Authority or Government, as the case may be; or
- (b) any person who has given notice of not less than thirty days in the manner prescribed, of the alleged offence and his intention to make a complaint to the National Authority, the State Authority, the Central Government, the State Government, the District Authority or any other authority or officer authorised as aforesaid.

B. Section 188 in the Indian Penal Code, 1860

188. Disobedience to order duly promulgated by public servant.—Whoever, knowing that, by an order promulgated by a public servant lawfully empowered to promulgate such order, he is directed to abstain from a certain act, or to take certain order with certain property in his possession or under his management, disobeys such direction, shall, if such disobedience causes or tends to cause obstruction, annoyance or injury, or risk of obstruction, annoyance or injury, to any person lawfully employed, be punished with simple imprisonment for a term which may extend to one month or with fine which may extend to two hundred rupees, or with both; and if such disobedience causes or trends to cause danger to human life, health or safety, or causes or tends to cause a riot or affray, shall be punished with imprisonment of either description for a term which may extend to six months, or with fine which may extend to one thousand rupees, or with both.

Explanation.—It is not necessary that the offender should intend to produce harm, or contemplate his disobedience as likely to produce harm. It is sufficient that he knows of the order which he disobeys, and that his disobedience produces, or is likely to produce, harm.

Illustration

An order is promulgated by a public servant lawfully empowered to promulgate such order, directing that a religious procession shall not pass down a certain street. A knowingly disobeys the order, and thereby causes danger of riot. A has committed the offence defined in this section.



**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**

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

Dated: 01 October 2020

SOPs FOR AIRPORTS AND RAILWAY STATIONS

a) At the Airports/Railway Stations:

- i. All passengers must wear face cover / mask and maintain social distancing.
- ii. Only passengers with confirmed tickets will be allowed to enter the airports/railway platforms to avoid unnecessary crowding. No Attendants shall be allowed inside the airports/railway stations.
- iii. All passengers will undergo health screening before entry into the airports/platforms. Arrangement for thermal screening and checking of ILI/flu like symptoms to be done at the airports/railway stations by the District Administration concerned.
- iv. All passengers will reach well before the departure time enabling proper screening and maintaining of social distancing.

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- v. Only asymptomatic passengers can board aircrafts/trains. Passengers found to be symptomatic or high-risk during screening shall be taken to a health facility for testing. If tested positive, they would be treated as per health protocol.
- vi. *Aarogya Setu* App to be installed mandatorily by all individuals with Android and iOS phones before boarding the Aircrafts/Trains/entering the Airports/State/Railway Stations.
- vii. Maintaining of full protocol of social distancing and other guidelines issued by Ministry of Civil Aviation/Railway, Home Affairs & Ministry of Health & Family Welfare while boarding & de-boarding will be ensured.

b) At the De-boarding Stage:

- i. Passengers found to be symptomatic during screening shall be segregated and taken to a health facility for testing. If tested positive, they would be treated as per health protocol.



SOPs FOR MOVEMENT OF INDIAN (HP) NATIONALS STRANDED OUTSIDE THE COUNTRY

a) **Appointment of Nodal Officers and Collection of Information**

- i. Many Indian Nationals (residents of Himachal Pradesh) who had travelled to different countries before the lockdown, for various purposes such as 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 (Himachal Pradesh) urgently.
- ii. Apart from the above cases, there are other Indian Nationals (residents of HP) who need to visit India (HP) in medical emergencies or death of a family member or for other reasons.
- iii. In order to receive them in airports/ports and facilitate their movement to HP, the following Officers will be responsible for coordination of the entire process:
 - a. Resident Commissioner, Himachal Bhavan, New Delhi as State Nodal Officer (**Contact: 011 23716574 & Email: rescm-hp@nic.in; Fax: 011 23715087**) – Overall In-charge
 - b. Deputy Resident Commissioner, Himachal Bhawan, New Delhi as Nodal Officer (**Contact: 011 23711964; email: rc_hpnd@yahoo.com**). He will also coordinate with officers responsible for receiving international arrivals at Chandigarh, Amritsar and other locations.
 - c. The Assistance Commissioner Parwanoo shall be responsible for receiving and facilitating the movement of HP residents landing at Chandigarh Airport, as and when there is flight to the Chandigarh airport.
 - d. The Deputy Commissioner, Kangra will depute suitable officer and other supporting staff, on need basis, to receive arrivals at Amritsar airport.
- iv. The contact details of the Chief Coordinator for Himachal Pradesh appointed by Ministry of External Affairs (MEA), Government of India is as under:

Sh. Robert Shetkintong, Joint Secretary, Ministry of External Affairs (**Contact: 011 23012987 & Email: jscoord@mea.gov.in**)
- v. The Nodal Officer appointed by the State Government will ensure the collection of the **data of all stranded individuals recorded by Indian Missions abroad and who are desirous to return to Himachal Pradesh** in close coordination with the Nodal Officer for Himachal Pradesh in the Ministry of External Affairs, Government India.
- vi. The State Emergency Operation Center (SEOC) and State Government have also been receiving calls for evacuation from Himachali residents stuck up abroad and will share their information with the Nodal Officer HP cum Deputy Resident Commissioner for further follow up with MEA and others.

- vii. The list of passengers will be shared by MEA with the Office of the Resident Commissioner, HP, New Delhi, before their arrival. On intimation of the arrival of flights carrying stranded passengers from aboard, the Deputy Resident Commissioner shall coordinate to send Team of Officials from RC Office New Delhi to Delhi Airport, and mobilise other officials to other airports/ports to receive them as per the SOP issued by Ministry of Home Affairs (MHA).

b) Facilitation of Movement

- i. The State Nodal Officer will create database of the asymptomatic individuals who are allowed by the MEA to travel back to the State after landing in New Delhi or other airports/ports.
- ii. The Nodal Officers will ensure to set up a HP Help Desk at the incoming airports/ports. A reception at the respective airports will be setup by the officers concerned. These arrangements will be coordinated at other airports/ports by the Deputy Resident Commissioner cum Nodal Officer.
- iii. The Nodal Officer will ensure maintaining of full protocol of social distancing and other guidelines issued by Ministry of Home Affairs & Ministry of Health & Family Welfare while receiving persons belonging to HP.
- iv. The Deputy Resident Commissioner cum Nodal Officer should contact MEA, MoCA & Air India/other airlines to obtain manifest of passengers from HP.
- v. The boarding pass of the passenger will serve as permit to move to and reach designated place in HP.
- vi. The Deputy Resident Commissioner cum Nodal Officer will share the list or persons arriving in airports/ports with the Deputy Commissioners of the concerned districts enabling the latter to make arrangements for receiving and quarantine them.
- vii. The Nodal Officer and officer deployed at the other locations will facilitate transportation arrangements for travellers on payment basis, if needed.

c) Safety Measures (Social Distancing & Hygiene and Disinfection) During Journey Period

- i. Bus/taxi shall be thoroughly sanitized before allowing the persons to board.
- ii. Social distancing norms in seating may be followed as applicable.
- iii. Driver and passenger to wear masks during the journey.
- iv. *Aarogya Setu* App to be installed by all individuals with Android and iOS phones before boarding the bus/vehicle/entering the State.

d) Reception – Health Screening and Medical Check Ups

- i. On arrival at the International Airports/ports, medical examination of all incoming passengers will be ensured before allowing them to move to HP.
- ii. Health Department of HP will provide staff and instruments for screening of all arrivals in all locations.

- iii. Only asymptomatic passengers will be allowed to proceed to the State. All symptomatic passengers may be got tested locally for COVID19 and necessary action as per standard protocol taken depending upon the outcome of test.
 - iv. The remaining passengers shall be dispatched to their respective destinations by taxis/buses/private vehicles where these passengers shall be institutionally quarantined for 7 days or as may be notified from time to time.
- e) Institutional Quarantine on Arrival at the Destination: By the District Administration**
- i. Passengers coming with RT PCR COVID19 negative report and exempted from institutional quarantine and will be directly sent to home quarantine as provided in guidelines for international arrivals by the Ministry of Health & Family Welfare, GOI, dated 2.8.2020.
 - ii. The districts will make necessary arrangement for receiving the incoming international stranded persons and housing them in suitable quarantine facilities.
 - iii. The Government of Himachal Pradesh (GoHP) may identify HP Tourism Development Corporation (HPTDC) Hotels and other Hotels for institutional quarantine of returnees to the State.
 - iv. These facilities shall be arranged to the returnees on payment basis.
 - v. The MD-HPTDC/ owner of the Hotel shall ensure that these identified Hotels maintain proper hygiene, cleanliness, sanitization and public order as required for quarantine centres.
 - vi. The Health Department, HP shall depute doctors and paramedical staff to carry out regular health check-up of passengers being quarantined at the identified HPTDC/other Hotels for 7 days or as may be notified from time to time.
 - vii. The quarantine canters to have provision of food, drinking water, washrooms, medical screening, security, etc.
 - viii. MD-HPTDC shall issue SOPs for operations and management in respect of the Hotels to be used for quarantine purposes. The SOPs of HPTDC will also be followed by other hotels.
 - ix. It may be ensured that all inmates of these centres observe social distancing, personal hygiene and wear face covers/masks.
 - x. Any violators or unruly guest behaviour must be reported to the officers of the law. HPTDC/Hotel Owners shall ensure that public areas such as restaurants, bars, lobby, conference/meeting halls, swimming pools, gymnasium etc. are not used by persons kept in quarantine.
 - xi. All the guests, staff or any other persons entering the Tourism Unit/other hotels must be screened for COVID-19 by a thermal scanner and proper record be maintained

thereof.

- xii. The movement of all inmates, outside their rooms, shall be monitored through the CCTV cameras installed in the hotels.
- xiii. The management of the HPTDC/other Hotels will extend all the assistance to the District Administration, Medical Authorities and the Police in furtherance of these SOPs.
- xiv. Use of lifts may be avoided and if situation warrants its use, then not more than 2 persons be allowed after following social distancing.
- xv. If the passengers are found COVID negative after 7 days, they will be allowed to go home for home quarantine and will undertake self-monitoring of their health for 7 more days as per MHA protocol.
- xvi. He/she will sign an undertaking to ensure self-monitoring of his/her health for 7 more days as per protocol.
- xvii. The persons will be shifted to the medical facility maintained by the State Government at the earliest, if found positive for COVID-19 at any stage.

f) Post Discharge from the Institutional Quarantine

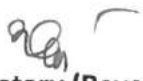
- i. All persons after leaving institutional quarantine facility are essentially required to provide their arrival information to the local ULBs/PRI, as may be applicable in accordance with the order of the State Executive Committee (SEC) issued vide letter No. Rev(DMC)(F)4-2/2000/SEC dated 29th April, 2020. However, the period of home quarantine will be 7 days instead of 14 days.
- ii. The concerned ULB & PRI will monitor the person with the help of the local ASHA/Health worker regularly for at least next 7 days.
- iii. If the person is found to be symptomatic of ILI or COVID 19, the concerned ASHA/Health Worker will immediately report the matter to the Health Authorities.
- iv. Health Authorities will immediately take the sample of the individual for COVID 19 and take further necessary action as per the outcome of the test report.

g) General Instructions

- i. The Nodal Officers are authorised to associate officers/officials of their office to perform the task assigned to them.
- ii. The Nodal Officers are fully empowered to make all arrangements for the movement of the incoming international stranded persons including making arrangement for transportation, logistics, coordinate with districts, etc. issuing NOCs, authorisations, if any and taking all the required measures for smooth movement of the stranded persons to the State of HP.
- iii. The Nodal Officers will keep posted the State Nodal Officer who in turn will keep the Principal Secretary (Revenue) informed of the action being taken and share database of

persons arriving in different airports/ports on regular basis.

- iv. At District and Sub-divisional level, the concerned DC and ADM/ADC/SDMs will coordinate with the Nodal Officers for movement of international stranded persons returning to Himachal Pradesh.


**Additional Chief Secretary (Revenue) to the
Government of Himachal Pradesh**

REV(DMC)(C)20-2/2020-COVID-19
DEPARTMENT OF REVENUE-DM CELL
GOVERNMENT OF HIMACHAL PRADESH

Shimla-171002.


Dated : 16 October 2020

ORDER

Whereas, the Chairman State Executive Committee (SEC), on the directions of the Chairman NEC, Ministry of Home Affairs, Government of India has issued an Order dated 01-10-2020 under the Disaster Management Act, 2005 extending the lockdown in the Containment Zones up to 31-10-2020 and to re-open more activities in a phased manner in areas outside the Containment Zones and the Order ibid lays down that instructions regarding permitting social/ academic/ sports/ entertainment/ cultural/ religious/ political and other congregations beyond the limit of 100 persons as allowed from 15.10.2020 shall issued at a later date;

Now, therefore, considering the prevailing situation of COVID-19 pandemic and the overall circumstances, in exercise of the powers conferred under the Section 24 (e) of the Disaster Management Act, 2005, the undersigned in the capacity of the Chairman, SEC hereby issues Standard Operating Procedures (SOPs) annexed with this Order for social/ academic/ sports/ entertainment/ cultural/ religious/ political and other congregations to contain the spread of COVID-19. All District Magistrates, Police Officers and Officers of Local Authorities are directed to ensure strict implementation of these SOPs in letter and spirit.

These SOPs shall not be diluted in any manner and will come into with immediate effect.


16/10/2020
Chief Secretary cum Chairman SEC
Government of Himachal Pradesh

To

1. All Deputy Commissioners, of H.P.
2. All Superintendent of Police of H.P.

Copy to :

1. The Addl. Chief Secretary (Home), to the Govt. of H.P.
2. The Secretary (Health) to the Govt. of H.P.
3. All Divisional Commissioners, H.P.
4. The Director General of Police, H.P.
5. Pr. Secretary to Chief Minister, H.P. Shimla
6. Sr. P.S. to the Chief Secretary, to the Govt. of H.P. Shimla.


Additional Chief Secretary (Revenue to the
Government of Himachal Pradesh.

Standard Operating Procedures on preventive measures to contain spread of COVID-19 during social/ academic/ sports/ entertainment/ cultural/ religious/ political and other congregations

1. Background

Due to re-opening of more activities and upcoming season of festivities , we may witness gatherings of large number of people in specified locations due to social/ academic/ sports/ entertainment/ cultural/ religious/ political and other congregations, etc. These events may last a day or a week or more. To prevent spread of COVID-19 infection, it is important that necessary preventive measures are followed during such events.

2. Scope

This document outlines various generic precautionary measures to be adopted in addition to specific measures to be taken at locations to prevent spread of COVID-19. **No social/ academic/ sports/ entertainment/ cultural/ religious/ political and other congregations as enumerated in para 1 above will be allowed in Containment Zones.**

Persons above 65 years of age, persons with co-morbidities, pregnant women and children below the age of 10 years are advised to stay at home. This applies to the event managers and staff as well.

The competent authority may implement additional measures within their jurisdiction as per their local assessment and in line with activities permitted by Ministry of Home Affairs (MHA) as per MHA orders issued under Disaster Management Act, 2005 from time to time.

3. General Directions

In social/ academic/ sports/ entertainment/ cultural/ religious/ political and other congregations, limit of number of persons will be as under:-

- i. In closed spaces, a maximum of 50% of the hall capacity will be allowed, with a ceiling of 200 persons. Wearing of face masks, maintaining social distancing, provision of thermal scanning and use of hand wash or sanitizer will be mandatory in all such venues.
- ii. In open spaces, keeping the size of the ground/space in view, and with strict observance of social distancing, mandatory wearing of face masks, provision of thermal scanning and hand wash or sanitizer, the gathering can exceed 200 persons.



4. Administrative requirements

The social/ academic/ sports/ entertainment/ cultural/ religious/ political and other congregations are mass events. Hence the following administrative requirements are advised:

- i. Identify spatial boundaries and prepare a detailed site plan which would facilitate compliance with thermal screening, physical distancing, sanitization etc.
- ii. In case of events that run for days or weeks, the crowd density doesn't remain the same throughout and usually peaks around certain hours of the day and some previously known auspicious days. Planning for the event should specifically factor this, so that crowds are regulated and managed to ensure physical distance and frequent sanitization.
- iii. In case of political and other rallies and immersion processions the number of people should not exceed the prescribed limit and proper physical distancing and wearing of masks must be ensured. In any case, the number of such rallies and the distance covered by them may be kept within manageable limits.
- iv. Events such as rallies, and processions spread over long distances may require support of ambulance services.
- v. Events planned to last for many days or weeks such as exhibitions, fairs, puja pandals, ramlila pandals or concerts and plays should have adequate measures to ensure a cap on physical numbers. Staggered timings and restricted entry may be considered.
- vi. Volunteers should be appropriately stationed to ensure thermal scanning, physical distancing and wearing of masks.
- vii. The guidelines issued for theatre and cinema artists will apply to stage performers.
- viii. Adequate supplies of sanitizers, thermal guns and physical distancing floor markings to be ensured.
- ix. Pre-identification of space/ site in each event venue for isolation of suspect cases.
- x. Close circuit cameras etc., if feasible, may be considered to monitor compliance of physical distance norms, wearing of masks at each venue.
- xi. In case of rallies and processions, route planning, identification of immersion sites, ensuring cap on numbers, physical distancing, etc. must be planned beforehand and measures for enforcement outlined.
- xii. All events must plan for medical care arrangements with linkages to nearest hospitals to attend to health emergencies.

5. Generic preventive measures

The generic preventive measures that include simple public health measures are to be followed to reduce the risk of COVID-19. These measures need to be observed by all;



the event managers, the organizational staff and the public visiting the festivities and are as follows:

- i. Individuals must maintain a minimum distance of 6 feet in public places as far as feasible.
- ii. Use of face covers/masks to be mandatory all times.
- iii. Practice frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be made wherever feasible.
- iv. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
- v. Self-monitoring of health by all and reporting any illness at the earliest to State and District Helpline (Toll Free No. 104).
- vi. Spitting should be strictly prohibited.
- vii. Installation & use of *Aarogya Setu* App shall be advised to all.

6. All social/ academic/ sports/ entertainment/ cultural/ religious/ political and other Congregations shall also ensure:

a) Planning of events

- i. A plan should be prepared well in advance about conduct of each activity social/ academic/ sports/ entertainment/ cultural/ religious/ political and other congregations), with all relevant stakeholders including event organizers, business owners, market associations, etc.
- ii. Social/ academic/ sports/ entertainment/ cultural/ religious/ political and other congregations shall be permitted only outside the Containment Zones. Organizers/staff/visitors from Containment Zones shall not be permitted. People residing inside Containment Zones may be encouraged to observe all festivals inside their homes and not move out.
- iii. Keeping in view the physical distancing norms, event sites should have adequate floor area and proper markings at all locations which are likely to be visited by public.
- iv. Adequate manpower shall be deployed/ arranged by the organizers to ensure observance to physical distancing norms and other preventive measures at all times.
- v. Appropriate arrangements for personal protection gears like face covers/masks, and other logistic like hand sanitizers, soap, sodium hypochlorite solution for sanitizing frequently touched surfaces etc. shall be made available by event organizers/business owners for their staff as per requirements.
- vi. Adequate number of ticket counters, etc. shall be planned to facilitate compliance with physical distancing norms.
- vii. Event organizers/business owners may make suitable provisions for contact less payment.
- viii. A simple do's and don'ts advisory may be circulated / displayed prominently at each event venue.

- ix. Posters/standees/AV media on preventive measures from COVID-19 must be displayed prominently at the event sites.
- x. All event managers shall brief the stall owners/staff on the Standard Operating Procedures of Ministry of Health and Family Welfare in the context of COVID.
- xi. The event sites should have a designated isolation room/ space for isolating any person found symptomatic during events/shows/rallies, till such time that medical help is available.

b) Entry and exit to the event site

- i. Preferably multiple and separate entry and exits for visitors shall be ensured. The structure/space/venue for the event must also ensure adequate natural cross-ventilation.
- ii. Entrances to have mandatory hand hygiene and thermal screening provisions.
- iii. Only those staff and visitors who are free of symptoms shall be allowed inside the venue.
- iv. Anyone found symptomatic during thermal screening should be politely refused entry and advised to seek immediate medical care.
- v. All staff and visitors to be allowed entry only if using face cover/masks. The face cover/mask has to be worn by all at all times while in public places.
- vi. Physical distance of a minimum of 6 feet, when queuing up for entry and inside the venue as far as feasible. Specific marking for the purpose may be done.
- vii. Proper crowd management inside and outside premises like parking lots, waiting areas, stalls and eateries etc. — duly following physical distancing norms shall be ensured.
- viii. For entry into the religious places, shoes / footwear to be preferably taken off inside own vehicle. If needed, they should be kept in separate slots for each individual / family by the persons themselves.
- ix. Specific markings may be made with sufficient distant to manage the queue and ensure social distancing in the premises/venue.
- x. Preferably separate entry and exits for visitors shall be organized.
- xi. Maintain physical distancing of a minimum of 6 feet at all times when queuing up for entry or exit.

c) Movement within the event venue

- i. The number of visitors inside the event venue shall be restricted - in closed spaces, a maximum of 50% of the hall capacity will be allowed, with a ceiling of 200 persons and in open spaces keeping in view the size of the ground/space in view and with strict observance of social distancing - and in accordance with the order issued by Ministry of Home Affairs from time to time.
- ii. Only asymptomatic persons will be allowed entry to the venue/event.
- iii. Seating arrangement in the halls, *pandaals*, food courts, shows, etc. must ensure adequate physical distancing. Staggering of seat arrangements shall be done.

Any shops, stalls, cafeteria etc., outside and within the premises too shall follow physical distancing norms at all times.

- iv. Arrangements for safe drinking water, if required, should be made (preferably with provision for disposable cups/glasses) in the event premises.
- v. For air-conditioning/ventilation, the guidelines of CPWD shall be followed which emphasize that the (i) temperature setting of all air conditioning devices should be in the range of 24 - 30°C, (ii) relative humidity should be in the range of 40-70%, (iii) re-circulation of air to be avoided to the extent possible, (iv) intake of fresh air should be as much as possible and (v) cross ventilation should be adequate.
- vi. In religious places, touching of statues/idols / holy books etc. shall not be allowed and queues of devotees must adhere to social distancing norms.
- vii. In view of potential threat of spread of infection, as far as feasible recorded devotional music/songs may be played and choir or singing groups should not be allowed.
- viii. Common prayer/exercise mats in religious/sports/yoga gatherings must be avoided and devotees/participants should bring their own prayer mat or piece of cloth which they may take back with them.
- ix. Community kitchens/langars / "Ann-daan", etc. at event venue should follow physical distancing norms while preparing and distributing food.
- x. Community kitchen managers and business owners of food outlets to ensure adherence to highest level of personal and environmental hygiene all the time, especially at the time of preparing, serving /eating meals and after disposal.

d) Sanitation and Hygiene

- i. Effective and frequent sanitation within the premises shall be maintained with particular focus on commonly touched surfaces/areas including lavatories, drinking and hand washing stations/areas.
- ii. Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (doorknobs, elevator buttons, handrails, que barricades, seats, benches, washroom fixtures, etc.) to be made mandatory in all public utility common areas.
- iii. Visitors and staff should be advised to dispose of used face covers / masks in covered bins available at the premises. The waste thus generated may be disposed of in accordance with the hazardous waste disposal guidelines.

e) SOP to be followed in case of a suspect case or person who develops symptoms during the conduct of the event

- i. Place the ill person in a room or area where they are isolated from others.
- ii. The person will remain isolated while wearing a mask/face cover till such time he/she is examined by a doctor.
- iii. If symptoms deteriorate, inform the nearest medical facility (hospital/clinic) or call the State or District Helpline.

- iv. A risk assessment shall be undertaken by the designated public health authority (district RRT/treating physician) and accordingly further action be initiated regarding management of case, his/her contacts and need for disinfection.
- v. Disinfection of the premises to be taken up if the person is found positive.

7. Powers and Functions of District Administration

The District Administration will take adequate measures to implement these SOPs. While granting permissions to the organizers, the local administration may impose additional conditions, as may deem fit, to contain the spread of COVID-19.

DRR Volunteers and IAG Network may be utilized to educate masses and enforce these measures.
