

GOVERNMENT OF ASSAM
ASSAM STATE DISASTER MANAGEMENT AUTHORITY
Ancillary Block, Janata Bhawan, Dispur, Guwahati-781006
Phone: 0361-2237221 (O); E-mail: asdmaghy@gmail.com

ORDER

No. ASDMA.28/2021/273

Dated 25th October, 2021

Whereas, the Assam State Disaster Management Authority (ASDMA) has vide order of October 01, 2021 issued directives for containment of COVID-19 for both rural and urban areas across the state until further orders;

Whereas, the Ministry of Home Affairs (MHA) vide order dated 28th September, 2021 has directed the states/ UTs to consider implementation of prompt and effective containment measures for COVID-19 management as conveyed vide MoHFW advisory dated 21st September, 2021 until 30th October, 2021 (**Annexure-A**);

Whereas, the Health and Family Welfare Department, Assam has vide Order No.HLA 264/2020/55 dated 15th September, 2021 issued general guidelines for Puja and upcoming festivals in Assam (**Annexure-B**);

Whereas, the situation of COVID-19 in the State has been reviewed and the overall COVID scenario in the state has further improved;

Whereas, daily new cases of COVID are hovering between 300 and 400, mostly reported from the urban and peri-urban areas and most of the districts are reporting less than 10 cases per day for the last 4-5 weeks;

Whereas, COVID vaccination status has also improved significantly with 95% of the total eligible population in the state have received first dose, many districts nearing saturation and second dose vaccination has also gone up to 31% of total eligible population in the state;

Now, therefore, in exercise of the powers, conferred under Section 22(2) (h) of the Disaster Management Act, 2005, the undersigned, in his capacity as Chairperson, State Executive Committee of the State Disaster Management Authority, Assam, do hereby issues the following guidelines, which are to be strictly adhered in both rural and urban areas which will remain in force with immediate effect until further orders.

A. Containment Zones:

In case the test positivity of COVID-19 in any area reaches **more than 10 cases in the last seven days**, the jurisdictional District Magistrate will notify such areas as total containment zones in consultation with MD, NHM and ensure necessary containment measures for COVID-19.

However, in such zones, emergency services will continue round the clock and essential services including shops dealing with groceries, fruits and vegetables, dairy and milk booths, animal fodder, etc. will remain open upto usual time of closure but not beyond 10 PM.



Delivery of all essential goods including food, pharmaceuticals, medical equipment through e-commerce in such areas will continue round the clock.

B. Restrictions imposed:

Except for exemptions given in Annexure “C”,

SI No	Restrictions imposed for all districts	Restriction time for all districts
(1)	(2)	(3)
1	Curfew Time	11 PM – 5 AM
2	Opening of workplace and business/ commercial establishments	Not beyond 10 PM
3	Functioning of Government and Private Offices/ Establishments.	As per usual working hours but not beyond 10 PM
4	Opening of shops and commercial establishments	Upto 10 PM
5	Shops dealing with groceries, fruits and vegetables, dairy and milk booths, animal fodder	Upto 10 PM
6	Dine in Restaurants, Dhabas and other eateries (Upto 50% of seating capacity)	Upto 10 PM
7	Takeaway of food items from restaurants, dhabas and other eateries	Upto 10 PM
8	Opening of Sale counters, showrooms etc. of cold storages and warehouses	Upto 10 PM

C. Other restrictions and relaxations:

1. All Government servants (including contractual and fixed pay) who have taken at least one dose of COVID-19 vaccine shall attend office. However, all other employees except those in whose case vaccination is contra-indicated as per guidelines issued by the Health Department of Government of Assam and /or such claim is certified by a registered medical practitioner will have to get themselves vaccinated and attend office.
2. Employees engaged in emergency / essential services shall attend their duty without any restrictions at any place.
3. The organizations (Government / Private) rendering Essential/Emergency Services, Law Enforcement Services and Election work will continue working without any restrictions in all districts.

4. Pregnant women employees and women employees with children of 3 years or below working under any Government / PSU / Financial Institutions / Private Organizations irrespective of their grade shall be eligible to work from home.
5. Persons with disabilities (PwDs) working in any Government/PSU/ Financial Institutions/Private organizations shall be allowed to attend duties.

D. Public Transport (Government and private)

1. Goods transport shall continue unhindered.
2. All Public transport authorities shall enforce COVID-19 appropriate behavior and seating inside the vehicles, carriers, containers etc.
3. Auto Rickshaws, cycle rickshaws and taxis shall operate for passengers with 100% seating capacity and observance of COVID-19 appropriate behavior for passengers having at least a single dose of vaccine.
4. Pillion riding on motorcycles may be allowed with at least single vaccinated persons and compulsory wearing of mask.
5. Intra-district transport, with 100% seating capacity subject to observance of COVID-19 appropriate behaviour, shall be allowed for passengers having at least single dose of vaccine.

No standing passenger shall be allowed. Heavy fine will be imposed on such passengers and driving license of the driver/ registration of the vehicle will also be cancelled in the event of carrying standing passengers.

6. All inter-district passenger transport and movement shall be allowed with 100% passengers having at least single dose of vaccine subject to observance of COVID-19 appropriate behaviour.

No standing passenger shall be allowed. Heavy fine will be imposed on such passengers and driving license of the driver/ registration of the vehicle will also be cancelled in the event of carrying standing passengers.

7. Wearing of face mask is mandatory even for a single person driving a vehicle. In case of persons traveling in any private car, up to 100 % of its seating capacity, wearing of face mask is mandatory for all the persons.

E. Educational Institutions (Government and Private):

The guidelines issued by Education Department vide Order No.ASE.01/2020/Pt-II/169 dated 28th September,2021 for Elementary, Upper Primary, Secondary Schools and Degree Colleges/Engineering Colleges/Polytechnics/Teacher training colleges/Universities will be applicable for both government, non-government and private educational institutions(**Annexure-D**).



F. Gatherings:

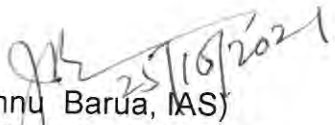
SI No	Restrictions imposed	Details of restriction imposed
(1)	(2)	(3)
1	Name of the district	All districts
2	Meeting/gathering at any open or closed spaces	<ul style="list-style-type: none">• In case of open spaces respective DDMA's shall fix the limit of gatherings depending on Covid situation in their respective districts• In closed venues gathering is allowed upto 50% of the seating capacity of hall, auditorium etc.
3	Marriages/Religious functions	Allowed with not more than 50 single vaccinated persons
4	Religious Places	Allowed up to 60 fully vaccinated persons per hour for iconic places and 40 fully vaccinated persons per hour for other religious places. Only fully vaccinated pilgrims to be allowed entry by Puja Committees/organizers.
5	Funeral/last rites	Allowed with not more than 50 persons
6	Hotels/resorts	Upto 10 PM
7	Delivery of essential goods through e-Commerce	Round the clock
8	Weekly Haats / bazaars	Allowed to open in shift of maximum 6 hours
9	Pharmacies, Hospitals, Animal Care Centres and Veterinary clinics	Round the clock
10	Cinema/Theatre Hall	Allowed with 50% of seating capacity of fully vaccinated viewers and observance of COVID-19 appropriate behaviour

G. Miscellaneous

1. Wearing of face mask is compulsory in all public places.
2. Shop owners shall ensure minimum six feet distance among customers and shall not allow more than 5 persons inside the shop. In addition, shop owners should compulsorily keep sanitizers and hand wash in their shops.



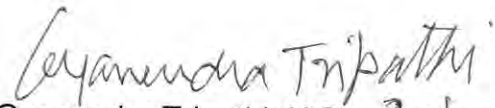
3. Shopkeepers and customers shall have to wear masks and maintain social distancing. Responsibility of maintenance of social distancing will be on the shop owner and failure to do so will be viewed very seriously and may entail summary closure of defaulting shops.
4. Industrial units and Tea gardens may function subject to observance of COVID appropriate behaviour. Head of the unit/tea garden shall be responsible for ensuring social distancing, mask wearing by workers and staff, sanitization of industrial premises, thermal scanning etc.
5. Excise authority will continue taking strong action against illegal production and sale of country liquor in all the districts as a COVID containment measure.
6. All vehicles will be allowed to ply without any odd-even restrictions.


(Jishnu Barua, IAS)
Chief Secretary, Assam.
Dated 25th October, 2021

Memo No. ASDMA.28/2021/273-A

Copy forwarded to:

1. All Additional Chief Secretaries to the Govt. of Assam, Dispur, Guwahati-6
2. The Director General of Police, Assam
3. All Principal Secretaries/Commissioner & Secretaries to the Govt. of Assam, Dispur, Guwahati-6
4. Commissioner of Police, Guwahati-6
5. The Principal Secretaries of BTC, NCHAC, KAAC.
6. All Deputy Commissioners
7. The Director, Directorate of Information and Public Relations, Assam
8. All Superintendent of Police
9. S.O to the Chief Secretary, Assam, Guwahati-6
10. PPS to Hon'ble Chief Minister, Assam
11. All P.S to Hon'ble Minister, Assam, Dispur, Guwahati-6


(Gyanendra Tripathi, IAS) 25/10/2021
Chief Executive Officer, ASDMA

Annexure-C

- A. Following categories of persons are exempted from the purview of **restriction on movement** (as notified by jurisdictional DDMA) during curfew hours:
1. All Officials and persons, both government and private involved in **emergency services** such as Health and Family Welfare and all related medical establishments, Police, Prisons, Home Guards, Civil Defence, Fire and emergency services, District Administration, Pay & Account Office, Electricity, Water and Sanitation, Public Transport (Air/Railways/Buses) including all incidental services/activities that are essential for smooth functioning of all modes of public transport (such as handling of cargo, ticketing, air freight station, CFS, ICD etc.), Disaster Management and related services, IMD,CWC, Water Resources Department, PHE, NIC, NCC, Indian Red Cross Society, Postal Department and Municipal services, and all **other essential services** on production of valid Identity card. The uninterrupted delivery of public services shall be ensured by the concerned departments/agencies.
 2. All Judicial officers / officials of courts of Assam on production of valid Identity card.
 3. All private medical personnel such as doctors, nursing staff, paramedical staff etc. and other hospital services (such as hospitals, diagnostic centres, clinics, pharmacies, pharmaceutical companies and other medical & health services),
 4. Pregnant women and patients for getting medical /health services.
 5. Person coming from/going to Airports/Railway stations/ISBTs allowed to travel on production of valid ticket.
 6. Officers/officials related to functioning of offices of Diplomats of various countries as well as persons holding any constitutional post on production of valid Identity card.
 7. Electronic and print Media on production of valid Identity card.
 8. There shall be no restriction on inter-state and intra-state movement / transportation of essential / non-essential goods. No separate permission / e-pass will be required for such movements.
 9. Movement of persons related to commercial and private establishments providing following essential services/commodities shall be allowed:
 - a. Shops dealing with food, groceries, fruits & vegetables, dairy & milk booths, meat & fish, animal fodder, pharmaceuticals, medicines and medical equipment.
 - b. Banks, Insurance offices and ATMs.
 - c. Telecommunications, Internet services, Broadcasting and Cable services, IT and IT enabled services.
 - d. Delivery of all essential goods including food, pharmaceuticals, medical equipments through e-commerce.
 - e. Petrol pumps, LPG, CNG, petroleum and gas retail and storage outlets.
 - f. Power generation, transmission and distribution units and services.
 - g. Cold storage and warehousing services.
 - h. Private security services.

- i. Manufacturing units of essential commodities.
 - j. Production units or services, which require continuous process.
 - k. Persons who are going for COVID-19 vaccination.
10. All the officials/persons entrusted with election related works either by Government authorities or by private enterprises or by the authorities of any political party or contesting candidate on production of a valid Identity card/ engagement letter / appointment order / work order.
 11. All the employees / persons involved in operations related to forestry under the Environment & Forest department on production of valid Identity card.
 12. Organizations involved in humanitarian / philanthropic works such as supply of cooked food to the COVID patients, feeding of stray animals subject to obtaining prior permission from the jurisdictional DC.
- B. Following activities are allowed during curfew hours:
1. All Agricultural implement supply and maintenance activities may be allowed.
 2. Hotels which are accommodating quarantined persons, medical and emergency staff, air crew may be allowed to operate with skeletal service.
 3. Continuous process industries may be allowed to function, subject to workforce staying in the premises without outwards/inwards movement during the curfew timing.
 4. Agricultural and Tea Garden activities shall continue with strict observance of COVID-19 appropriate behaviour.
 5. Activities relating to supply of essential goods from and to FCI establishments shall continue.
 6. Hospitals and other related medical establishment including their manufacturing and distribution units both in public and private sector such as dispensaries, chemist and medical equipment shops, laboratories, clinics, nursing homes, ambulances etc. will continue to remain functional. The transportation of all medical personnel, nurses, paramedical staff, other hospital support services be permitted;
 7. Private security services shall continue;
 8. Manufacturing units of essential commodities shall continue.
 9. Railway offices and persons directly linked with operation of passenger and goods trains shall continue to operate.
 10. Bank, Insurance Company and other financial institutions are allowed to work with skeletal staff. ATMs shall continue to operate 24x7.
 11. Medicine Distributors and C&F can operate round the clock with optimum workforce for maintaining supply chain of medicines.

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

North Block, New Delhi-110001
Dated 28th September, 2021

ORDER

Whereas, an Order of even number dated 29th June 2021, was issued to ensure compliance to the containment measures for COVID-19, as conveyed *vide* Ministry of Health & Family Welfare (MoHFW) DO No. Z.28015/85/2021-DM Cell dated 28th June, 2021, which was further extended for a period upto 30.09.2021 *vide* Orders of even number dated 28.07.2021 and 28.08.2021;

And whereas, considering the need to prevent any potential rise in number of cases in view of the upcoming festive season in the country, MoHFW *vide* DO No. Z.28015/85/2021-DM Cell dated 21st September, 2021, has issued an advisory to all States and Union Territories (UTs), for a continued focus on 'Prompt & Effective Containment Measures' as well as 'Acceleration in the Pace and Coverage of COVID Vaccination';

Whereas, in exercise of the powers conferred under section 6(2)(i) of the Disaster Management Act, 2005 (DM Act), National Disaster Management Authority (NDMA) has directed the undersigned to issue an Order, for containment of COVID-19 in the country;

Now, therefore, in exercise of the powers, conferred under Section 10(2)(1) of the DM Act, the undersigned, hereby directs the State/ UT Governments and State/ UT Authorities to consider implementation of Prompt & Effective Containment Measures, as conveyed *vide* aforesaid MoHFW advisory dated 21st September, 2021, as per **Annexure-I**, until 31.10.2021. States/ UTs, will take the necessary measures, under the relevant provisions of the DM Act. It is further directed that:

- (i) The National Directives for COVID-19 Management, as specified in **Annexure II**, shall continue to be strictly followed throughout the country.
- (ii) All the District Magistrates shall strictly enforce the above measures. 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) Any person violating these measures will be liable to be proceeded against as per the provisions of Section 51 to 60 of the DM Act, besides legal action under Section 188 of the IPC, and other legal provisions as applicable.


Union Home Secretary
and, Chairperson, 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



राजेश भूषण, आईएएस
सचिव

RAJESH BHUSHAN, IAS
SECRETARY



भारत सरकार
स्वास्थ्य एवं परिवार कल्याण विभाग
स्वास्थ्य एवं परिवार कल्याण मंत्रालय

Government of India
Department of Health and Family Welfare
Ministry of Health and Family Welfare

D.O. No. Z-28015/85/2021-DM Cell
21st September 2021

As you are aware, the Govt. of India has been issuing Guidelines and Advisories from time to time to the States/UTs to assist their efforts in containing the on-going Covid pandemic. Attention is specifically drawn to the letter issued on 5th January 2021 wherein Union Health Ministry had advised States to keep a “strict vigil” and take steps so as to curb spike in Covid cases. On 21st February 2021, 20th April 2021 and 25th April 2021, all States were advised not to lower their guard, enforce Covid Appropriate Behaviour (CAB) and to follow effective surveillance strategies in respect of potential super-spreader events. Vide D.O. No. Z-28015/85/2021-DM Cell dated 25th April 2021, a framework based on district-wise positivity rate and bed occupancy rate was provided to the States wherein the States could initiate local containment measures primarily focused on restricting inter-mingling of people on the basis of this framework. This framework was reiterated by Ministry of Home Affairs vide their Order No.40-3/2020-DM-I(A) dated 29th April 2021. Further, vide D.O no. Z-28015/01/ASH/2021-EMR dated 2nd September 2021, States were advised to ensure prompt action on the framework referred to in earlier letters and to ensure surge surveillance for Variant of Interest (VOI) and Variant of Concern (VOC). Important action points for regular follow up at State/UT level has also been reiterated by Cabinet Secretary’s D.O letter No. 272/2/1/2021-CAB.III dated 20th September 2021 addressed to all Chief Secretaries.

2. Covid-19 still remains a grave and continuing public health challenge in our country. While the country is witnessing a sustained decline in the number of daily cases as well as daily deaths but the 2nd surge of Covid-19 is still not over. Globally also, the surge in cases is being reported across multiple countries. This surge in cases has reinforced the importance of implementation of Covid Appropriate Behaviour (CAB) in addition to vaccination efforts.

3. Amidst the rise in new cases of Covid-19 across the globe and even with the consistent decline in India’s 2nd surge, India has 3.09 lakh active cases and is still reporting daily cases as high as 30,000. Hence, there is a need for a continued focus on **Prompt & Effective Containment Measures** as well as **Acceleration in the Pace and Coverage of Covid Vaccination** to prevent any potential rise in number of cases.

contd..2/-

4. In the coming months, various festivities will follow one after the other till 31st December 2021.

Date	Festival
7 th October – 14 th October	Navratri
15 th October	Dussehra
19 th October	Milad Un-Nabi/Eid-e-Milad
24 th October	Karwa Chauth
4 th November	Diwali
5 th November	Govardhan Puja
6 th November	Bhaiya Dooj
10 th November	Chhath Puja
19 th November	Guru Nanak Jayanti
25 th December	Christmas
31 st December	New Year's Eve

5. This is a critical period as there may be a tendency to ignore COVID-safe behavior during festivals, resulting in large gatherings, events, fairs etc. It is **critical to enforce adherence to guidelines** to allow **festivities in a cautious, safe and Covid appropriate manner**. Any laxity in implementation of Covid Appropriate Behavior could lead to serious consequences and can result in a surge in cases.

6. MoHFW vide its letter dated 25th April 2021 and subsequent advisory issued by MHA on 29th April 2021 had already issued detailed instructions on **Containment Framework** and for putting restrictions to manage the spread of COVID-19 infection. **Districts were directed to undertake stringent containment measures in identified areas** based on test positivity and strain on healthcare system.

Criteria	Threshold
Test positivity	Test positivity of 10% or more in the last one week
OR	
Bed occupancy	Bed occupancy of more than 60% on either oxygen supported or ICU beds

7. However, as a matter of abundant caution, **no mass gatherings** should be allowed in areas identified as containment zones and in districts reporting **more than 5% case positivity**. Gatherings with advance permissions and limited people (as per local context) may be allowed only in districts reporting a positivity rate of 5% or below. These gatherings shall also be monitored and in case of violations of physical distancing and mask usage norms, necessary enforcement and penal actions should be taken.

contd..3/-

8. Restrictions and relaxations shall be imposed and monitored based on weekly case positivity or a high bed occupancy (Oxygen and ICU beds) and restrictions if any shall be imposed without any delay and for a **minimum period of 14** days besides continued focus on the **five-fold strategy** of Test-Track-Treat-Vaccinate and adherence to COVID Appropriate Behaviour.

9. To safely navigate through the festive season without any adverse consequences in the form of infection outbreak, it is important that States **continue to diligently follow the five pillars of COVID-19 Management** i.e. "Test-Track-Treat-Vaccinate and adherence to COVID Appropriate Behavior".

1. Testing:

- To ensure availability of sufficient testing facilities across the states with particular focus on semi-urban and rural areas. For timely detection, Rapid Antigen Test (RAT) shall be made available in rural and remote areas of the State. Testing should be ramped up in areas reporting high number of cases, and/or increasing trend/ high positivity to aid early identification.
- To ensure sufficient RT-PCR machines and RAT kits to enable required level of testing across all districts particularly during the whole festival season and adequate logistics planning accordingly.
- Undertake testing in areas with specific and vulnerable population to aid early detection.

2. Track:

- Containment zones shall be clearly delineated as per the guidelines issued by MoHFW based on cluster of cases to contain spread of infection.
- Active case search through formation of special teams in containment zones.
- Effective contact tracing, their testing and monitoring of high risk contacts.

3. Treat:

- Upgradation of health infrastructure based on case trajectory in the district is crucial to avoid case fatality.
- Completion of PSA Plants in hospitals both Government and private on a mission mode including availability of medical gas pipeline (MGPS), and trained manpower.
- Availability of oxygen through oxygen cylinders and concentrators particularly in rural areas.
- Adequate availability of drugs in all COVID dedicated facilities including maintaining buffer stock of drugs.

- Availability of required health infrastructure in rural areas as per the SOP on Covid-19 Containment & Management in Rural, Peri-Urban & Tribal Areas dated 18th June 2021.
- Similarly, upgrading health infrastructure to manage paediatric Covid-19 cases vide Guidelines for Management of Covid-19 in Children.
- Undertaking upskilling/reskilling of medical staff and fields functionaries on latest Clinical Management Protocol and availability of sufficient trained manpower in all COVID dedicated facilities.
- The available funds under Emergency COVID Response Package II shall be promptly leveraged for upgrading the health infrastructure.
- To monitor mutations, if any, States shall send required number of samples as per the SOPs already issued for Whole Genome Sequencing to INSACoG Labs.

4. Vaccination:

- State-wide vaccination of eligible age groups may be accelerated.
- Coverage of eligible second dose beneficiaries shall be prioritized.
- Optimal usage of allocated doses through minimal wastage.

5. Covid Appropriate Behaviour:

- Community engagement is a critical element of sustained COVID-19 management.
- Effective IEC in local language duly utilizing medical professionals and local influencers to promote Covid-safe festivities.
- Need to undertake effective communication with community on elements of COVID-appropriate behavior which includes use of masks/face covers, following physical distancing (2 gaj ki doori) and practicing respiratory & hand hygiene.
- Need for monitoring the adherence to Covid Appropriate Behaviour and guidelines.

10. Necessary directions need to be issued adequately in advance by the State governments for practicing caution during the upcoming festival season.

11. There should be strict **adherence to limits on gatherings linked with availability of space** to ensure effective physical distancing. Use of volunteers to aid thermal screenings and to enforce use of masks and physical distancing shall be considered. Closed circuit cameras may also be utilized to monitor compliance to physical distancing and use of mask.
12. Guidelines already issued with respect to malls, local markets, and places of worship, as available on MoHFW website dated 1st March 2021 and 30th November 2020 shall be strictly followed at the district level. Any violations of the guidelines shall entail imposition of necessary restrictions to avoid a spread of infection.
13. As an abundant caution, States can continue with night curfews, weekend curfews and other restrictions to highlight that COVID is still not over and to influence adherence to COVID-appropriate behavior.
14. States shall closely **monitor the case trajectories across all districts on a daily basis** to identify any early warning signals and shall ensure imposition of restrictions and adherence to COVID Appropriate Behaviour as a non-pharmaceutical intervention to control the spread of infection. It is important that these guidelines are reiterated and ensured by the State Governments amongst all concerned for effective follow up in a mission mode approach to maintain the gains made so far in COVID-19 management and avoid any resurgence of cases.

Yours sincerely,


Sd/-
(Rajesh Bhushan)

To :Chief Secretaries/Administrators of all States/UTs

Copy to : Additional Chief Secretary/Principal Secretary/Secretary, Health - All States/UTs

Copy for information to:-

1. Cabinet Secretary, Cabinet Sectt., Rashtrapati Bhawan, New Delhi.
2. Home Secretary, Ministry of Home Affairs, North Block, New Delhi


(Rajesh Bhushan)

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 and other staff.
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GOVERNMENT OF ASSAM
HEALTH & FAMILY WELFARE DEPARTMENT
DISPUR, GUWAHATI-781006

No-HLA 264/2020/55

Dated Dispur, the 15th September, 2021

General Guidelines for Puja and upcoming Festivals, 2021

Assam could effectively manage the COVID-19 pandemic with very high recovery rate with less mortality rate. However, with the fresh spike of COVID-19 cases in few states of the country, Assam has also geared up its COVID management strategies and has been taking different need-based appropriate steps to contain the spread of COVID-19, keeping the core principle of COVID-19 management at the centre, which are namely **TESTING, TRACING and TREATING (3Ts)** along with **rapid completion of Vaccination** for the eligible categories.

In line with various Government of India guidelines, it is decided to formulate norms of public gathering during the forthcoming major festivals in the State such as Durga Puja, Kali Puja, Dipavali etc. in order to ensure that people are able to celebrate these festivals with joy and gusto, while at the same time adhering to extant COVID-19 protocols .

Government of Assam hereby notifies the following guidelines, which are to be strictly adhered followed by all the event organizers /visitors/participants of the proposed festivals:

1. Permission of organizing Durga Puja, Kali Puja, etc:

- a. The district administration must call a meeting of regular Puja committees/organizers for a detailed briefing as per the protocol/guidelines issued by the government well in advance and ensure their compliance before giving permission.
- b. The event organizers shall seek permission from the District Administration of the concerned district for organizing any event resulting in public gathering, mentioning the number of people likely to gather at the proposed event.
- c. This will enable District Administration to extend all possible support to the event organizers for successful and safe celebration of the event.

2. Spacious open event area with separate entry and exit:

- a. The event spot should be spacious and must be kept open from all sides.



- b. The event area must have adequate space for arrangement of physical distancing (as per COVID-19 protocol).
- c. Entry and exit gates must be separate.
- d. Organizers must take measures to avoid crowding at all cost.
- e. Proper signages must be there from entry to exit so that visitors are guided to adhere to COVID appropriate behaviour once s/he enters the event area.
- f. The organizers must engage volunteers at different points inside the event area to help out visitors.

3. Testing and Vaccination of Organizers, volunteers and devotees:

- a. As COVID Vaccination has attained adequate momentum and vaccines are freely available in every district and health block, **all organizers and Volunteers must be at least vaccinated with one dose of vaccine and preferably with two doses of vaccination.**
- b. The District administration while giving permission for Puja pandal shall randomly check for vaccination status of the Organizers and the list of potential volunteers to be shared by the organizers at the time of application for permission and shall give permission only on satisfactory observation of the concerned persons being adequately vaccinated.
- c. *All the Volunteers, priests and Puja Organizers must get mandatorily tested for COVID-19 before Puja starts (on Panchami day) and after immersion (Ekadasi day), even though they may be vaccinated.*
- d. The Devotees attending the events shall be allowed only after ensuring that they are having at least one dose of vaccination (exceptions allowed for those below 18 years).
- e. In order to ensure this, sufficient trained volunteers shall be put at the entry points by the organizers and the same will be supervised by the squads formed by the District administration.
- f. In case a person with suspected symptoms is detected in a Puja Pandal, the matter should be immediately informed to District Administration and person concerned should be shifted to a Covid testing facility. Adequate sanitization measures should be undertaken to ensure safety of all concerned.

4. Guidelines for inside Puja Pandal and keeping adequate volunteers:

- a. Puja Committee must keep adequate number of vaccinated volunteers inside and outside the pandal to ensure that visitors maintain physical distancing, wear mask properly and sanitize hands while visiting pandal.



- b. Volunteers themselves also should sanitize their hands, wear mask/face shield properly and should maintain physical distancing while interacting with visitors.
- c. Keeping in view the COVID protocol, all gathering (*in the form of Anjali, prasad distribution, sandhyaarati*etc) should be done very carefully adhering to COVID norms and in small groups and in a staggered manner.
- d. Devotees should be encouraged to bring flowers from home to avoid congestion at the flower distribution and collection point during offering of Anjali.
- e. Packet distribution of prasad if done by management , must be strictly following protocol without crowding.
- f. Volunteers and police staff on duty must ensure continuous movement of people to avoid crowding near all event spots.

5. Compulsory use of mask and hand sanitizer:

- a. Use of mask properly is mandatory for all visitors/organizers visiting the event spot.
- b. To meet any exigency, organizers will have to arrange provision of getting masks by any visitor, who inadvertently comes to the event without wearing mask.
- c. Similarly, provision of hand sanitizers must be kept at the entry gate and even in nearby areas.
- d. The event spot must be sanitized twice (once before the crowd gathers and once crowd leaves the venue) and in nearby areas as a strict public health measure.

6. Movement of devotees during Puja days:

- a. Curfew hours as prescribed by ASDMA shall be strictly adhered to.
- b. It is suggested that as per the **latest time as allowed by ASDMA**, all the puja pandals must be closed for the devotees and District administration along with puja committees have to ensure this strictly;
- c. Pillion riding may be allowed during puja for a female or child below 15 years;

7. Organizing cultural program before, during and after puja days:

- a. Organizing cultural nights before, during and after puja days is strictly prohibited as per the guidelines of ASDMA SOP for public gathering.
- b. No Mela/Fair etc shall be organized by the puja committees.



- c. Road side shops near Puja Pandals shall be allowed by District administrations strictly as per availability of space following COVID restrictions and no shops shall be allowed without prior permission of the district administration/ASDMA.
- 8. Emphasis on print, electronic and Social Media:**
- a. The use of print, electronic and social media must be optimal to generate mass awareness about the COVID Vaccination and COVID-19 protocols during Durga Puja and to request devotees to follow the norms strictly to avoid any unnecessary crowding near, inside the pandal.
- b. All measures should be taken to avoid unnecessary rumours, misinformation campaign about COVID-19 and other issues during Puja time.
- 9. Low profile inauguration of Pandal and immersion of idol:**
- a. The inauguration of Puja Pandal and immersion of Durga idol should be a low-key affair with minimum people and adhering to all COVID norms.
- b. Organizers may explore the possibility of inaugurating the Puja Pandal in virtual mode, which is the safest way.
- c. Size of Puja idols shall be limited in such a way that carrying the idols shall require minimal number of people as allowed by ASDMA.
- d. Before immersion, Ghat has to be sanitized and Durga idol should straight be taken at the ghat without any stoppage on the way to avoid any unnecessary crowding.
- e. Immersion must be planned by the district administration in a staggered manner by allotting specific time to each of the Puja committee for immersion. Depending up on the number of Puja Pandals, the district administration may allot time slot to each puja committee for immersion over two days of time.
- f. If necessary, the immersion process might take extra days to complete the process adhering to COVID-19 norms.
- g. **Maximum number of persons allowed as per ASDMA guidelines only may be allowed to gather.**
- h. The volunteers and laborers engaged at Immersion ghats must be adequately vaccinated.
- 10.Emphasis on Print, Electronic and Social Media:**
- a. The use of print, electronic and social media must be optimally done to generate mass awareness about the COVID-19 protocols and need of vaccination for organizing/attending the events.



- b. Posters and signages must be put up for encouraging people to get vaccinated and for following COVID Appropriate Behaviour.
- c. "Entry with at least one dose of Vaccination only" signages must be put at all entry points and local miking should be given at regular intervals by the Puja committees to ensure that the devotees are also vaccinated properly.

The District Administration and Police Department will extend all necessary support, as and when needed, but to avail the services, event organizers have to inform the district control room detailing the space availability, number of volunteers, their vaccination status and assurance that all COVID appropriate protocols shall be adhered to.



(Anurag Goel IAS)

Principal Secretary to the Government of Assam
Health & Family Welfare Department

Memo No: HLA 264/2020/55-A

Dated Dispur, the 15th September 2021

Copy to:

1. Chief Secretary, Assam.
2. Director General of Police, Assam.
3. Principal Secretary to Hon'ble Chief Minister, Assam.
4. Chief Executive Officer, Assam State Disaster Management Authority.
5. Mission Director, National Health Mission, Assam.
6. All Deputy Commissioners for necessary action.
7. All Superintendents of Police for necessary action.
8. Director of Medical Education, Assam
9. Director of Health Services, Assam.
10. All Principals/ Superintendents, Medical College Hospital.
11. All Joint Directors of Health Services for necessary action.
12. P.P.S to Hon'ble Chief Minister for kind appraisal of Hon'ble Chief Minister.
13. P.S to Hon'ble Health Minister for kind appraisal of Hon'ble Health Minister.
14. Any other concerned.

By order etc.



Joint Secretary to the Government of Assam
Health & Family Welfare Department

**GOVERNMENT OF ASSAM
EDUCATION DEPARTMENT
DISPUR, GUWAHATI-06**



No. ASE.01/2020/Pt.-II/185

Dated, Dispur the 28th September, 2021

ORDER

In continuation of Education Department earlier supplementary Standard Operating Procedure issued vide Memo No. ASE.01/2020/Pt.-III/151, Dated, Dispur the 3rd September, 2021, and Memo No. ASE.01/2020/Pt.-II/169, dated 16th September, 2021 the Govt. in Education Department is pleased to notify the re-opening of physical classes from Class I to Class VIII and Class XI w.e.f 19th October, 2021, Class IX w.e.f 1st October, 2021, all Degree and Post Graduate Classes, all classes in Technical institutions/ Universities, B.Ed. Colleges both Govt. and private in the State of Assam w.e.f 1st October, 2021 maintaining all the protocols of safety guidelines under COVID-19 protocol and the detailed Standard Operating Procedure is given as follows.

In this connection it may be mentioned that Class XII and final year/semesters of degree colleges, final year PG Classes/ Semesters in Universities and Engineering Institutions have already reopened w.e.f. 6/9/2021 and Class X has re-opened w.e.f. 20th September 2021 respectively.

STANDARD OPERATING PROCEDURE (SOP)

Background

Considering the fact that the COVID-19 positivity rate in the State of Assam is less than 1% during the last 15 days and also due to the fact that the Education Department has already given permission for reopening of Class XII, and final year/semesters of degree colleges, final year PG Classes/ Semesters in Universities and Engineering Institutions and subsequently Class X w.e.f. 6th September, 2021 and 20th September 2021 respectively and therefore considering the improved scenario, the Govt. in Education Department has decided for the re-opening of physical classes from Class I to Class VIII and Class XI w.e.f 19th October, 2021, Class IX w.e.f 1st October, 2021, all Degree and Post Graduate Classes, all classes in Technical institutions/ Universities, B.Ed. Colleges both Govt. and private in the State of Assam w.e.f 1st October, 2021 maintaining all the protocols of safety guidelines under COVID-19 protocol. However, online mode of education will continue for students who prefer to attend online classes rather than physically attend school. Physical attendance in schools is optional and not mandatory.

This SOP is applicable for both Government and non-Government Educational Institutions and the Private Educational Institutions has also to follow the Guidelines as cited in the following paragraphs.

The re-opening of physical classes in Educational Institutions as stated above (both Govt. and private) is based on the criteria that COVID positivity rate is below 2% in the Districts and in case in any District, the positivity rate goes above 2% on a particular day, the Deputy Commissioner of the concerned District, as Chairman of the DDMA in consultation with MD, NHM, will close the Educational Institutions till the positivity rate goes below 2%.

General Guidelines

1. Lower Primary (Elementary) Schools (Class I to V) :

- (a) Physical classes will re-open from 19th October, 2021.
- (b) Classes will be held for 3(three) days in a week for all the classes from Class I to Class V.
- (c) In respect of Class I, II & III, formal classes will be conducted on every Monday, Wednesday and Friday.
- (d) In respect of class IV & V formal classes will be conducted on every Tuesday, Thursday and Saturday.
- (e) The In-Charge Headmaster/Headmistress of the Lower Primary School shall supervise and ensure that the timing of classes, serving of Mid Day Meal, maintenance of all safety Protocol relating to COVID-19 Pandemic shall be strictly done and monitored.
- (f) The Residential Hostels will not function until further orders in respect of Lower Primary (Elementary) Schools.
- (g) In respect of attendance of Students of Lower Primary (Elementary) Schools attendance is not compulsory and will be based purely on parental consent.
- (h) In addition to formal classes online classes will also continue if found necessary.

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- (i) Meetings in schools (formal and informal) will not be allowed in the Educational Institution premises.
- (j) There will be no cultural function, meetings etc., until further orders.
- (k) There should not be more than 30 (thirty) students in a section. Head of the Institution will assess the required number of sections and open more sections accordingly if required.

2. Upper Primary Schools (Class VI to VIII)

- a. Physical classes will re-open from 19th October, 2021.
- b. Classes will be held 3(three) days in a week for all the classes from Class VI to Class VIII.
- c. In respect of Class VI formal classes will be conducted on every Monday, Wednesday and Friday.
- d. In respect of class VII formal classes will be conducted on every Tuesday, Thursday and Saturday.
- e. In respect of class VIII formal classes will be conducted on every Wednesday, Friday and Saturday.
- f. The In-Charge Headmaster/Headmistress of the Upper Primary School shall supervise and ensure that the timing of classes, serving of Mid Day Meal, maintenance of all safety Protocol relating to COVID-19 Pandemic shall be strictly done and monitored.
- g. The Residential Hostels will not function until further orders in respect of Upper Primary (Elementary) Schools.
- h. In respect of attendance of Students of Upper Primary (Elementary) Schools attendance is not compulsory and will be based purely on parental consent.
- i. In addition to formal classes online classes will also continue if found necessary.
- j. Meetings in schools (formal and informal) will not be allowed in the Educational Institution premises.
- k. There will be no cultural function, meetings etc., until further orders.
- l. There should not be more than 30 (thirty) students in a section. Head of the Institution will assess the required number of sections and open more sections accordingly if required.

3. Secondary Schools (Class-IX and X) and Sr. Secondary Schools (Class- XI and XII) :

- i) In respect of Class IX physical classes will start from 1st October, 2021 and for class XI it will start from 19th October on day to day basis.
- ii) In respect of class XII and X classes have already started from 6th October, 2021 and 20th October, 2021 and it will continue until further orders on day to day basis.
- iii) **The Residential Hostels will not function except final year students of Class X and XII.**
- iv) In respect of attendance of Students of Secondary Schools (Class-IX and X) and Sr. Secondary Schools (Class- XI and XII) the same is not compulsory and will be based on parental consent.
- v) In addition to formal classes online classes will also continue if found necessary.
- vi) Meetings (formal and informal) will not be allowed in the Educational Institution premises.
- vii) There will be no cultural function, meetings etc., until further orders.

4. Degree Colleges/Engineering Colleges/Polytechnics/Teacher Training Colleges/ Universities:

- a) In respect of Degree Colleges/Engineering Colleges/Polytechnics/Teacher Training Colleges/ Universities etc., the same shall function normally on day to day basis as per academic calendar w.e.f. 1/10/2021 guidelines issued by UGC/AICTE . However the Head of the Institution will ensure that all safety COVID-19 protocols are strictly followed.
- b) **The Residential Hostels will function only for final year students.**
- c) In respect of attending Degree Colleges /Engineering Colleges/Polytechnics/Teacher Training Colleges/ Universities attendance of Students is not compulsory.
- d) In addition to formal classes online classes will also continue if found necessary.
- e) Meetings in the Educational Institution premises (formal and informal) will not be allowed.
- f) There will be no cultural function, meetings etc., until further orders.

5.

- (a) **The Hostels of the educational institutions (both Residential Schools and Day Boarding Schools) are allowed to open only for Class X, Class XII, Final year degree colleges, final year PG Classes of Universities and Engineering Institutions.**
- (b) **There should not be more than 30 students in a section. The Head of the institution will assess the required number of sections and open more sections accordingly, if required.**

B. Kalyani



- (e) The Educational Institutions are allowed to open for the first three days only for vaccination of the teachers and staff etc. and the physical classes shall start from 1st October, 2021 onwards.
- (d) All Educational Institutions shall continue to provide quality virtual online classes in addition to physical classes.
- (e) The Schools/Educational Institutions shall have to be sanitized on every weekend (preferably on every Sunday).
- (f) COVID appropriate behaviour should be followed by every Educational Institution.
- (g) The school authorities shall dedicate one class period every day during the first week of reopening of schools to sensitise the students about the COVID-19 appropriate behaviour and protocols.
- (h) Similar sensitization of all the teachers and non-teaching staff may be done prior to re-opening of the schools.
- (i) Compulsory use of Masks/Sanitizers by all shall be ensured.
- (j) Social distancing in classes shall be ensured. Maintenance of physical distance of minimum 6ft both inside and outside the classroom should be ensured.
- (k) Temperature check of all students/teachers etc. shall be done every day through thermal screening during entry of the teachers/students/ and non-teaching staff.
- (l) Every school/college or Educational Institution authority should co-ordinate with the nearest Health Centre (PHC/CHC etc.) in case of fever, cough, difficulty in breathing/ medical emergency.
- (m) Whenever any COVID-19 positive case is detected in the school premises immediate information should be shared with the nearest Government Health Institution/ Circle Officer of the concerned Revenue Circle. And thereafter the school should be opened next day only for COVID 19 testing (RAT & RTPCR) of the students, teaching, non-teaching staff etc.
- (n) Hand washing facilities in the schools/colleges shall be arranged at prominent locations inside the premises. A separate room shall be identified and be kept ready to keep any student/teacher/non-teaching staff under isolation in the event of any positive symptoms being observed during their stay in the institution till such time Health Department officials arrive for testing.
- (o) Students should not share any material (Textbooks, notebooks, pen, pencil, eraser, Tiffin box, water bottle etc.) with each other.
- (p) The health, hygiene and safety protocols of COVID -19 as issued by the Health & Family Welfare Department from time to time should be followed.
- (q) Regarding sanitization of schools/Educational Institutions, it will be the joint responsibility of the SMDC of the schools, Deputy Commissioner of the District , Joint Director of Health Services and Inspector of Schools.
- (r) Students should be made aware about proper and scientific use of Mask, frequent change of Mask, sanitization, maintenance of physical distance of minimum 6 ft. both inside and outside the classroom.
- (s) Regular cleaning and disinfection of the classrooms toilets corridor etc., shall have to be done.
- (t) Arrangements for potable water for hand washing with soaps. Install hand washing station, hygienic drinking water points, toilets and urinals to allow physical distancing of atleast 2 meters and ensure these facilities are accessible to children with disabilities.
- (u) Social distancing in classes/ assembly etc. space will be created in the classroom to ensure that the children desk stands one meter apart and responsibility for such arrangement would lie on the Head of the institution.
- (v) A District level task force Chaired by Deputy Commissioner of the District and consisting of District Heads of the concerned line Department as members will be responsible for ensuring enforcement of the SOP. Notification has already been issued earlier by Education Department.
- (w) The Schools used as quarantine centres should be properly sanitized before re-opening. Those educational institutions where quarantine centres were/are setup are to be thoroughly sanitized. Sanitization should not merely be limited to the school building and it should include the entire premises, desks and benches, toilets etc. it should be an extensive sanitization.
- (x) Schools/Educational Institutions shall not be opened in containment zones till further instructions from the Govt.

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- (y) Students/teachers/school administrators who have been quarantined (home/institutional) can attend school provided they produce medical fitness certificate relating to COVID-19 issued by competent medical authority. Care must also be taken to avoid stigmatizing of students and staff who have been exposed to COVID-19.
- (z) Whenever multiple COVID-19 positive cases are detected in the school premises and thereafter immediately the school/Educational institution will be closed for a period of 7(seven) days. Subsequently after closure of the school/ educational institution the school building including the entire premises desk and benches, toilet stations/ drinking water station etc., should be thoroughly sanitized. Thereafter, after 7(seven) days the school will be re-opened with due permission from Deputy Commissioner of the District.
- (aa) In respect of private educational institutions social/physical distancing shall be maintained and buses will carry 1/3 intake of the students in the bus. The school buses should be properly sanitized twice daily.
- (bb) In respect of those educational institutions which do not have potable water/drinking water facilities/stations, the school shall not be re-opened on 1st October, 2021 and 19th October, 2021 and decision in this connection will be taken by Deputy Commissioner of the District.
- (cc) **Pregnant Women employees and women employees with children of 3 years or below both teaching and non-teaching irrespective of their grade shall be eligible to work from home.**
- (dd) **1st dose of Covid 19 vaccination is made mandatory for teaching and non-teaching staff of Educational Institutions and they must get vaccinated before they join duty. In case 2nd dose of Covid 19 vaccine is due they will ensure that they will take 2nd dose within the stipulated time frame.**
- (ee) **Both 1st and 2nd dose of Covid 19 vaccine is mandatory for the boarders and other staff of Hostels, Boarding House, Residential Schools excluding students inmates who are below 18 years of age.**
- (ff) A Register shall be prepared with records of vaccination status of all the students/teaching and non-teaching staff. The Register shall be submitted to the Revenue Circle Officer every 14 days alternately.

6. THE STANDARD OPERATING PROCEDURE FOR HEALTH, HYGIENE AND OTHER SAFETY PROTOCOLS ARE AS FOLLOWS:

A. Proper cleaning and sanitation facilities.

- Use of face covers/masks by students, teachers, staff and all stakeholders is mandatory.
- There should be arrangement for thorough cleaning and disinfecting of all areas, furniture equipment, stationary, storage space, water tanks, kitchen, canteen, washroom, laboratories, libraries, etc., on School/College campus.
- Working hand washing facilities in the School/College should be arranged.
- There should be availability of key supplies like thermometers, disinfectants, soaps, etc., and the thermometer to be used should be a calibrated contactless infrared digital thermometer.
- Ban on spitting shall be strictly enforced.
- All garbage should be disposed in dustbins and must not be allowed to be piled up anywhere in the School/College premises.
- Frequent cleaning and disinfecting of washrooms during the School/College hours should be ensured.
- Mandatory hand washing for all students and staff at regular intervals must be ensured. Hand washing time should be minimum of 40 seconds as health protocol.
- Availability of safe and clean drinking water for students must be ensured. Drinking from water bottles by students maybe encouraged.
- Cleanliness and hygiene should be maintained during mid-day meal preparation, serving, during eating and after eating. Utensils should be properly cleaned.
- Each Educational Institute will constitute a Multi stakeholder Committee to address the Covid-19 related issues within the Institute, as Institutional Disaster Management Plan. Representative from DTE, Health & Family Welfare Department and District administration should also be included in the Multi-stakeholder Committee in addition to students, parents, guardians, faculties. The minutes and meeting of the Committee shall be uploaded in the public domain.

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- A sub Committee for Hostel Management may be formed from the members of the stakeholder Committee to address the hostel matters as and when permission is granted by the Govt. in due course for re-opening of Hostels.

B. Seating plan(Schools/Degree Colleges/Universities/Engineering Colleges/Polytechnics/Teacher Training Institutions/Coaching Institutions(both Govt. and Non-Govt.)),

- Physical distancing of atleast 6 feet has to be strictly followed.
- Physical and social distancing shall be maintained in the staff rooms, office area and other places of public interaction.
- Wherever available, temporary spaces or outdoor spaces (in case of pleasant weather) may be utilized for conducting classes in view the safety and security of the children and physical distance protocols.
- Seats may be designated with adequate distance for teachers in the staff room and other available rooms/halls.
- The number of seats in the reception area maybe limited with atleast 6 feet distance between them.

C. Ensure physical/social distancing in the entry and exit points of the Schools/Colleges/Universities.

- Earmarking different lanes for entry and exit of students/teachers/non-teaching staff. Visit of outsiders should be strictly prohibited.
- Opening of all the gates at the time of entry and exit in case of Schools/Colleges which have multiple gates shall be done to avoid overcrowding.
- Displaying posters/signage/stickers at appropriate places reminding students about maintaining physical/social distancing must be ensured.
- Display communication materials (info-graphics) etc. on COVID-19 prevention in different areas within the School/College premises and the community.
- No outside vendors should be allowed to sell any eatables inside the School/College premises or at the entry/exit gate points.
- Ensure Soap (Liquid) is available at each hand washing station, near every door of toilets, in the Mid-Day-Meal distribution areas/ school Canteens and school entrance points.
- The Headmaster of the respective school will assign one teacher to stand at the entry point of the school during entry of the students and one teacher at the exit point during the exit of the students.

D. Parents/Guardians consent

- Students will come to the schools/Colleges provided their parents have no objection and as such written undertaking/confirmation from the parents should be produced in the schools/Colleges.
- Parents should ensure that their ward goes to schools/Colleges wearing a mask and sensitize them not to exchange mask with others.
- Parents may take care not to send their ward to school if the child is not feeling well.
- Students willing to study from home through online mode maybe allowed to do so.
- Attendance must not be enforced and must depend entirely on parental consent.

E. Schools/Colleges/Universities events, meetings, etc.

- Schools/Colleges/Universities should not undertake any school events/College events /Universities events.
- Functions and celebration of festivals should be avoided in schools/Colleges.
- School assembly maybe conducted by the students in the respective classrooms/outdoor spaces/other available spaces and halls under the guidance of the class teachers and maintaining physical distancing of atleast 6ft.

F. Formation of different Task teams.

The schools/Colleges will ensure formation of different Task teams such as Emergency care support/Response team/General support team for all stakeholders, hygiene inspection team, etc. The members of such teams may be identified from amongst the Teachers, Professors, Associate Professors, students and other stakeholders who will work collaboratively to take strategic and immediate action.

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G. Health checkup

- Regular health checkup of students and teachers may be organized.

H. Ensure safe commuting of students who avail school/college transport.

- Sanitization of school/College transport should be done on regular basis atleast twice a day- once before children board the transport and once after.
- Driver and conductor should ensure physical distance at all times alongwith students.
- If possible, thermal screening of students may be done by the bus conductor at the time of their boarding.
- All commuters are to wear face cover/masks. School/College transport authority should not permit students without masks and as per as possible provide them with masks.
- No curtains should be there in the windows of the school/College bus. Preferably all windows should be kept open.
- For air conditioned buses, the guidelines issued by CPWD will be followed which include temperature setting at 24-30 degree Celsius, relative humidity at 40-70% with provision for intake of fresh air.
- Students should be oriented not to touch surfaces unnecessarily.

I. Ensure safety norms in classrooms

- Teacher must ensure that students sit at allocated seats maintaining physical distancing and wearing face covers/ masks. Teachers too wear face masks.
- In case of practical works, it should be done in small groups maintaining physical distance.
- Students should not share any material (textbooks, notebooks, pen, pencil, eraser, tiffin box, water bottle, etc.) with each other.
- All the necessary learning material may be kept in the classroom.
- No sharing of food among students should be allowed.
- Overcrowding in washrooms should be discouraged.
- For air conditioning within the school, CPWD norms shall be followed which prescribes temperature setting in the range of 24-30 degree Celsius, relative humidity in the range of 40-70% and provision for intake of fresh air and cross ventilation.

J. Protocol to be followed in case of detection of suspected case of COVID-19.

- The sick student or the sick staff should be placed in a room or area where they are isolated from others.
- The nearest medical centre should be contacted.
- A risk assessment will be undertaken by the treating physician.
- Disinfection of the premises to be taken up if the person is found positive.
- The school authorities/College should coordinate with the nearest health centre/Joint Director of Health Services, in case of emergency.
- All protocols as advised by Health and Family Welfare Department/ NHM should be followed.

K. STANDARD OPERATING PROCEDURE FOR SERVING MID-DAY MEALS IN SCHOOL

These Specific Guidelines have been framed to prepare for resuming the normal cooking and serving of midday meal in Elementary schools of Assam with focus on food safety, health and hygiene alongwith physical/social distancing. In respect of schools falling under Elementary Section (Class I to VIII) Midday-Meal will be served from 12.15 PM to 12.45 PM.

The specific Guidelines are as follows:

- a) **Entry of cook cum helpers (CCH) in schools.**
- It shall be the responsibility of District/Block Administration related to MDM to ensure that the CCH is not COVID positive.
 - All CCH to give self-declaration to the Headmaster of the respective schools with regard to the wellness of self and family members before starting their work in school.
 - Thermal scanning of the CCH must be carried out at the entry point of the school.
 - The CCH must sanitize/wash their hands for minimum 40 seconds upon entering the school.

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- Wearing face masks will be mandatory during cleaning, washing, cutting, cooking and serving of meals.
- Handmade face covers should be washed daily.
- Nail polish or artificial nails should not be worn because they can become foreign bodies and might compromise on food safety.
- Spitting and nose blowing should be strictly prohibited within the premises by CCH or any other person during school hours.
- The CCHs should wear head covers and gloves.

b) Safety norms in kitchen and storage space.

- The kitchen cum store place of cooking must be thoroughly cleaned and sanitized before 24 hours of actual cooking after re-opening of schools. The Headmasters of the respective schools as well as the SMC are responsible for the purpose.
- The floors of the kitchen and the cooking top should be cleaned every day before and after the food is cooked.
- The drainage system should be efficient enough for disposal of refuse.

c) Cleaning of utensils for cooking and serving.

- The utensils used for cooking and serving should be thoroughly washed, cleaned and dried after use.
- Clean clothes should be used for wiping utensils, wiping hands and for cleaning surfaces.
- Leftovers or crumbs from plates and utensils should be removed into dustbin and properly disposed.
- Adequate waste disposal system should be arranged so that the risk of contaminating food or the potable water supply is eliminated.

d) Checking of old stock of food grains, oil and fat and condiments before use/washing and cutting of vegetables and cleaning of food grains and pulses.

- Use of left out food grains, oil and fat and condiments should only be done after careful inspection of quality.
- Vegetables, fruits and perishable food commodities should be thoroughly cleaned before use preferably with a combination of salt and haldi (turmeric).

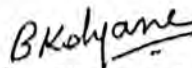
e) During cooking and serving of mid-day meals.

- Wherever possible, kitchen activities must be performed maintaining appropriate physical distance.
- The cook cum helpers should use face covers, head covers during cooking and serving.
- The serving and dining areas should be thoroughly sanitized before serving.
- The CCH while distributing the food should wear hand gloves and maintain appropriate distance from the school children.
- The school children should also wear masks while food is being served and at all times in the dining area except while eating/drinking.
- Ensure that students wash their hands thoroughly before and after eating.

L. SOP regarding re-opening of Hostels

Residential hostels in Class X/Class XII and Final year degree classes, final year degree and PG Classes/Semesters in Universities and Engineering Colleges have started functioning w.e.f 6/9/2021 as per Govt. order No. ASE.01/2020/Pt-III/127, dated 4/9/2021 and the same will continue until further order. A copy of the said SOP is enclosed as Annexure-A.

This SOP will come into effect from 1/10/2021 and until further orders.


(Dr. B. Kalyan Chakravarthy, IAS)
Principal Secretary to the Govt. of Assam
Education Department



Copy to:

1. All Registrars of Universities (State of Assam)
2. The PPS to Hon'ble CM, Assam.
3. The MD, NHM, Assam.
4. The MD, SSA, Assam.
5. The Deputy Commissioner (All), Assam
6. The Director of Information and Public Relations, request for wide publicity.
7. The Director of Higher Education, Assam, Kahilipara, Guwahati-19.
8. The Director of Secondary Education, Assam, Kahilipara, Guwahati-19.
9. The Director of Elementary Education, Assam, Kahilipara, Guwahati-19.
10. The Regional Director, CBSE, Panjabari, Guwahati-781037.
11. The Inspector of Schools (All), Assam.
12. The Secretary, Board of Secondary Education Assam (SEBA), Bamunimaidam, Guwahati-21
13. The Secretary, Assam Higher Secondary Education Council (AHSEC), Bamunimaidam, Guwahati-21.
14. Staff Officer to Chief Secretary, Assam for favour of kind information.
15. P.S. to Hon'ble Minister, Education, Assam, Dispur, Guwahati-06, for kind appraisal of the Hon'ble Minister.
16. P.S. to Hon'ble Advisor, Education, Assam, Dispur, Guwahati-06, for kind appraisal of the Hon'ble Advisor.
17. P.S. to Principal Secretary, Education Department, for kind appraisal of Principal Secretary.
18. P.S. to Principal Secretary, Health & Family Welfare Department, for kind appraisal of Principal Secretary.
19. P.S. to Special Commissioner, Elementary, Secondary and Higher Education, Assam, Dispur, Guwahati-06, for kind appraisal of the Special Commissioner.

(Sri P.L. Choudhury, ACS)

Additional Secretary to the Government of Assam
Secondary Education Department

Annexure A

**GOVERNMENT OF ASSAM
EDUCATION DEPARTMENT
DISPUR, GUWAHATI-06**



No.ASE.01/2020/Pt.-III/ 127

Dated, Dispur the 4th September, 2021

ORDER

In respect of Para 2(a) of the General Guidelines pertaining to Supplementary SOP issued by the Education Department vide No. ASE.01/2020/Pt.-III/151, dated 3/9/2021, the Govt. in Secondary Education Department is hereby pleased to notify that the residential schools along with hostel facility is allowed to function only for Class XII in Senior Secondary Schools, final year students of Degree Colleges, final year PG students of Universities and Technical Institutions w.e.f. 6/9/2021 and the students of Class XII who will reside in the residential hostel/hostels and are aged 18 years and above should have atleast one dose of COVID-19 Vaccine before joining the hostel and the following Guidelines are to be followed in respect of residents of hostels.

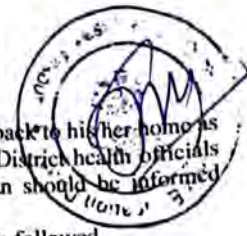
(A) GENERAL GUIDELINES:

1. The Hostels shall have to be fully sanitized including Kitchen, Toilets, Bedrooms, Dormitories, Dining halls, Seating halls etc., before re-opening of Hostels.
2. Regarding Sanitization of Hostels, R.A. Test among the Hostel Superintendents/ Wardens/Hostel Supervising Officers/Cooks/Helpers/Cleaners, etc., full responsibility will rest with the Head of the Institution.
3. In respect of students willing to come and stay in residential Hostels, consent will have to be obtained from the parents of the students in writing.
4. In respect of students of Class XII in residential Senior Secondary Schools, final year students of Degree Colleges, final year PG students of Universities and Technical Institutions who will stay in Hostels RAT shall have to be done among the Teachers and Students before entering the School/College/Universities/Technical institution hostels.
5. Students will report to Hostel in a phased manner (Group wise). Groups' entry will be fixed and finalized by the Head of the Institution.
6. Staying in hostel for students will not be compulsory and will depend entirely on parental consent. However, after joining in Hostel, attendance is to be regularly monitored.
7. Students will be accommodated in the dormitory in alternate beds i.e. by keeping one bed vacant between two students by reducing the number of inmates in each dormitory to 50% as per the requirement. Beds which are not to be occupied are to be properly labelled.
8. Temporary partitions may be erected to separate inmates/boarders, if required and feasible adequate distance between beds may be ensured.
9. Physical/social distancing must be maintained at all the times in hostels. Signage and messaging at prominent places should be ensured relating to COVID-19 precautions and protocols.
10. Alternative space may be arranged to accommodate students to enable physical/social distancing.
11. Initial preference for calling students to join back hostels may be given to students who do not have any support at home and also no facility for online education.
12. Screening of every hostel boarder needs to be done before they start staying at the hostel. Only asymptomatic boarders shall be allowed to stay in the hostel.
13. Since students may be coming from different locations by using public transports such as buses, trains etc., it is important that they should minimize their contact and interaction with others on arrival at hostel, and effectively, maintain quarantine as per State/UT requirement. Their health status should be monitored during the period by the Head of the Institution through engagement of a Nodal Health Officer.
14. Hostel should be out of bound for all persons except essential staff with known and acceptable health status.
15. Medical team should inspect kitchen and mess at least once a week to ensure maintenance of hygiene.
16. Capacity building of hostel staff should be done on physical/social distancing norms, health and hygiene, clean and nutritious food, etc., for hostellers.

(B) SPECIFIC GUIDELINES:

Protocol to be followed in case of detection of a suspected case of COVID-19

1. Earmark a room beforehand for isolation with facilities for a bed and toilet, etc.
2. Place ill students or staff in this room or area where they are isolated from others.
3. Provide a mask/face cover till such time as he/she/they are examined by a doctor.
4. Immediately inform the nearest medical facility (hospital/clinic) or call the State or district helpline.
5. A risk assessment will be undertaken by the designated public health authority (District Rapid Response Team/treating physician) and accordingly further action be initiated regarding management of case, his/her/their contacts and need for disinfection.
6. Disinfection of the premises to be taken up if the person is/are found positive.



7. For a suspect or a case detected in hostel, the student/staff shall not be sent back to his/her home as it may lead to spread of the disease. He/She should be isolated and State/District health officials shall be informed for suitable follow-up action. His/Her parent/ guardian should be informed immediately.
8. All protocols as advised by Ministry of Health and Family Welfare should be followed.

(C) Physical/Social distancing during distribution of Meal

1. Methods of safe distribution can be employed by the Hostels which may include staggered distribution. Food may be provided in multiple batches.
2. Physical/social distancing norms may be observed in the kitchen as well. No other person may be allowed in the kitchen except minimum essential staff. Cleanliness of kitchen and its staff may be ensured.
3. Staggered timing for having meals is to be ensured to avoid crowding.

(D) Entry of Cook & Mess/ Kitchen Helpers in Hostels

1. It shall be the responsibility of Hostel administration related to Kitchen & Dining to ensure that the Mess/Kitchen staff is not COVID positive.
2. All Mess/Kitchen staff shall have to give a self-declaration with regard to the health wellness of self before starting their work in Hostel.
3. Thermal scanning of the Mess/Kitchen staff may be carried out at the entry of the Mess/Kitchen to check the temperature. The temperature may be recorded on daily basis.
4. The Mess/Kitchen staff must sanitize/wash their hands for minimum 40 seconds upon entering in the kitchen.
5. Wearing face cover/mask will be mandatory during cleaning, washing cutting, cooking and serving of meals. If re-usable/handmade face covers are used, it should be ensured that they are washed daily.
6. Spitting and nose blowing should be strictly prohibited within the premises by Mess/Kitchen staff or any other person during hostel hours and especially while handling food.
7. The Mess/Kitchen staff should be provided adequate and suitable clean protective apron, and head gear for covering hair and gloves. It must be ensured that the Mess/Kitchen staff at work, wear only clean protective apron and head covering.
8. The Mess/Kitchen staff should wash their hands at least each time work is resumed and whenever contamination of their hands could have occurred; e.g. after coughing/ sneezing, visiting toilet, using telephone. Hand washing time should be a minimum of 40 seconds.
9. The kitchen cum store/place of cooking must be deep cleaned and sanitized before 24 hours of actual cooking after reopening of Hostels.
10. The Kitchen should be cleaned before the actual preparation and cooking of food on daily basis.
11. The floors of Kitchen and the cooking top should be cleaned every day before and after the food is cooked.
12. Ventilation system natural and /or mechanical including windows, exhaust fans etc. wherever required, should be designed and constructed so that air does not flow from contaminated areas to clean areas.

(E) Serving of Meals


1. The serving and dining area should also be well sanitized before and after food consumption.
2. The serving of meals to the Hostel Students may be done in a spread-out manner in batches to follow physical/social distancing norms.
3. However, in case the meals are served in Hostel dining halls, clear markings should guide the Students to the seating arrangement.
4. The Cook and Helper, while distributing the food should wear personal protective equipment such as hand gloves, face mask, head cover and shall maintain appropriate distance from the Hostel Students.
5. The Hostel students should also wear face cloth/ masks while the food is being served and at all times in the dining area except while eating/drinking.

Sd/- (Dr. B. Kalyan Chakravarthy, IAS)
Principal Secretary to the Govt. of Assam
Education Department
Dated, Dispur the 4th September, 2021

Memo No.ASE.01/2020/Pt.-III/127 -A

Copy to:

1. All Registrars of Universities (State of Assam)
2. The Deputy Commissioner (All), Assam
3. The Director of Information and Public Relations, request for wide publicity.
4. The Director of Higher Education, Assam, Kahilipara, Guwahati-19.
5. The Director of Secondary Education, Assam, Kahilipara, Guwahati-19.
6. The Director of Elementary Education, Assam, Kahilipara, Guwahati-19.

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7. The Regional Director, CBSE, Panjabari, Guwahati-781037.
 8. The Deputy Commissioner, Navodaya Vidyalaya Samiti, Regional Office, Shillong, Temple Road, Barik Point, Lachumiere, Shillong-793001.
 9. The Inspector of Schools (All), Assam.
 10. The Secretary, Board of Secondary Education Assam (SEBA), Bamunimaidam, Guwahati-21.
 11. The Secretary, Assam Higher Secondary Education Council (AHSEC), Bamunimaidam, Guwahati-21.
 12. PS to Addl. Chief Secretary to Chief Minister, Assam for kind appraisal of the Addl. CS.
 13. Staff Officer to Chief Secretary, Assam for favour of kind information.
 14. P.S. to Hon'ble Minister, Education, Assam, Dispur, Guwahati-06, for kind appraisal of the Hon'ble Minister.
 15. P.S. to Hon'ble Minister of State, Education, Assam, Dispur, Guwahati-06, for kind appraisal of the Hon'ble Minister of State.
 16. P.S. to Hon'ble Advisor, Education, Assam, Dispur, Guwahati-06, for kind appraisal of the Hon'ble Advisor.
 17. P.S. to Principal Secretary, Elementary and Secondary Education Department, for kind appraisal of Principal Secretary.
 18. P.S. to Principal Secretary, Health & Family Welfare Department, for kind appraisal of Principal Secretary.
 19. P.S. to Commissioner & Secretary, Health & Family Welfare Department, Assam, Dispur, Guwahati-06, for kind appraisal of the Commissioner & Secretary.
 20. P.S. to Commissioner & Secretary, Elementary, Secondary and Higher Education, Assam, Dispur, Guwahati-06, for kind appraisal of the Commissioner & Secretary.
 21. P.S. to Chairman, Board of Secondary Education Assam (SEBA), Bamunimaidam, Guwahati-21.
 22. P.S. to Chairman, Assam Higher Secondary Education Council (AHSEC), Bamunimaidam, Guwahati-21.

By Order etc

(F.H. Choudhury, ACS)
 Additional Secretary to the Govt. of Assam
 Secondary Education Department

21/9/21