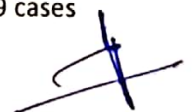


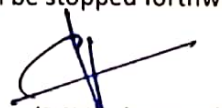
Additional Operational Guidelines-1, On Social Distancing for Odisha COVID-19 Response, 2020

This document is an addendum to the "Operational Guidelines on Social Distancing for Odisha COVID-19 Response, 2020" issued by the undersigned on 17th March 2020. This document to be read with the above said guidelines for complete understanding.

1. As decided by the Government of Odisha, all instruction and guidelines pertaining to "Social Distancing" shall only be issued by the Social Distancing Committee headed by APC-cum-ACS.
2. All Secretaries of the Departments and DG Police are being advised that if there are any issues pertaining to "Social Distancing" related to their Department, they should send their recommendation to APC-cum-ACS, Head, Social Distancing Committee
3. **Government Offices and Staffs**
 - a. All employees should look out for symptoms of Novel Corona Virus and if feeling unwell should leave the workplace immediately after informing the superior officer. They should there after avail leave for home quarantine for a period of 14 days. Any leave, necessary for quarantine purpose in excess of this period shall be treated as ordinary leave, wherever admissible and may be considered as per provisions under Rule-5, Appendix-6 of Odisha Service Code.
 - b. Furthermore, Government employees who are residing with a family member who has returned from a foreign visit, on or after 4th March 2020 should also avail leave for self-quarantine for a period of 14 days.
4. **Private sector/ organizations** should allow and encourage their staffs to work from home as far as possible.
5. **Jail Inmates and Staffs**
 - a. **Orientation and awareness among the Jail inmates and staffs**
 - IEC materials displaying personal hygiene and hand washing steps at prominent places and advocacy for the implementation is essential.
 - Availability of hand washing facilities like running water and soap/liquid hand wash and to be ensured for all inmates especially at the gates.
 - All Jail premises, all doors, gates, railings, door handles and frequently touchable places should be disinfected with 1% sodium hypochlorite solution regularly.
 - Vehicles for transporting staff and inmates to be cleaned by wet mopping of 1% sodium hypochlorite regularly.
 - All inmates/ staff should be oriented on hand hygiene / social distancing and cough etiquette on COVID -19.
 - Any Jail staff having fever and cough or any flu like symptoms should not be allowed at work place. They should restrict themselves at their home and may work from home if at all possible
 - b. **Handing Under Trial Prisoners (UTP) / New Prisoners**
 - Ensure all new / under trail prisoners must be screened before the individual enters into the premises of the Jail. In case any person having cough and breathing difficulty should not be allowed into the premises until isolation facility provisioned for him and permitted by the concern Jail authority.
 - Honourable high court will be requested to allow video conferencing facility for producing the UTPs before the designated court wherever and whenever it is possible.
 - c. **Quarantine/ Isolation of suspected case (Fever and Cough) among the Jail inmates**
 - Jail superintendent should identify a designated, well ventilated place (preferably single room with toilet facility) as isolation room for isolation of suspected COVID -19 cases



- Any inmate having fever and cough should be quarantined (confined) preferably in single room with toilet facility.
 - Daily health status needs to be tracked. If required referral system to be activated.
- d. Ensuring Social distancing in the premises of the Jail**
- Any activity which would lead to congregation (>25 persons) should be restricted. Social distance of more than one meter to be maintained in such activities.
 - The Jail authority should ensure provision of e - Mulakat / video call facilities for the visitors who want to meet any of the Jail inmates.
 - All visitors and staffs to ensure social distancing measures like maintaining distance of more than one meter, respiratory etiquettes, hand hygiene and hand washing. Physical contacts with inmates to be avoided.
 - All non-essential activities by visitors/ groups/ NGO s should be restricted within the Jail premises.
- 6. Liquor Shops**
- a. To reduce the overcrowding and ensure social distancing at the counter of liquor shops. It must be ensured that the customers will stand in queue with more than one meter inter-personal distance.
 - b. The liquor shop owner should ensure the display of IEC materials on COVID-19, issued by Government.
 - c. The staffs dispensing the items directly to the customers should sanitize their hands regularly i.e. before and after every delivery. The owner should ensure the bottles must be sanitized before delivery.
- 7. Seeking Hospital Care:** Patients requiring emergency care may visit the hospitals. Other non-essential, non-urgent patients with mild illness which require only outpatient care or follow up care, elective cases including dental procedures should not visit the Hospitals for the time being, to prevent crowding in the hospitals. This applies to both Government and Private health facilities
- 8. Saloons, Beauty Parlours and Spa:** All High end saloons, beauty parlour, Spa etc. must stay closed until further order from the undersigned. (As it not possible to maintain social distancing i.e. maintaining distance more than one meter between service provider and customer in such premises)
- 9. Use of Water sources like Ponds and Drains**
- a. Bathing, cleaning and various other purposes in common water reservoirs like Ponds are to be avoided as far as possible in view of general hygiene and COVID-19. They should be advised through functionaries of Panchayati Raj and Drinking water department and Gram Panchayats for not using this polluted water.
 - b. Instead of using such common water from ponds, they should use hand pumps, tube wells and pipe water supply. Individuals having symptoms of Fever and cough or flu like illness should not come in contact with hand pumps and should take help from others.
- 10. Organization of Cultural Events:** All cultural events should be postponed with immediate effect. Entry into museums, libraries, theatres etc. shall be stopped forthwith until further order


 (P K Mohapatra)

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