



**THE INSTITUTE OF
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Ref. No. : G/128/07/2021

July 29, 2021

OFFICE ORDER NO. 17/2021-22

**Preventive measures to control the spread of Novel Coronavirus (COVID-19) –
National Directives for Corona Management**

Further to the Office Order No. 13/2021-22 dated 15th June, 2021 issued by the Institute and in line with the Order dated June 29, 2021 issued by Ministry of Home Affairs, Government of India, all officers/ employees/outourced/contractual personnel of the Institute working at Headquarters, Delhi Office, Centres of Excellence, Regional Councils, Chapters, Extension Centres, CMA Support Centres, ROCCs, offices of the IPA, RVO, AAT & MARF are hereby advised to strictly follow the National Directives for Corona Management attached herewith while attending the office till 31st August, 2021 or further orders whichever is earlier.

All officers and staff shall ensure strict compliance of instructions on COVID appropriate behaviour issued by the MoHFW, MHA and DoP&T from time to time. This will be subject to the guidelines issued by the concerned State Government / Local Authority.

CMA Kaushik Banerjee
Secretary

Enclosed: Orders dated 28th July, 2021 and 29th June, 2021 issued by the Ministry of Home Affairs, Government of India

Distribution:

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3. Secretary's Office at the Headquarters & Delhi Office.
4. All Heads of Directorates/Departments at the Headquarters and Delhi Office.
5. All Regional Councils and the Chapters of the Institute of Cost Accountants of India.
6. All the Centres of Excellence, Extension Centres, CMA Support Centres & ROCCs of the Institute of Cost Accountants of India.
7. Offices of the IPA, RVO, AAT & MARF.



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Copy to:

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2. Vice-President, The Institute of Cost Accountants of India.
3. All Council Members, The Institute of Cost Accountants of India.

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

North Block, New Delhi-110001

Dated 28th July, 2021

ORDER

In exercise of the powers, conferred under Section 10(2)(l) of the Disaster Management Act 2005, the undersigned hereby directs that the Order of Ministry of Home Affairs of even number dated 29th June, 2021, 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, will remain in force upto 31st August, 2021.


28/07/2021
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

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

North Block, New Delhi-110001

Dated 29th June, 2021

ORDER

Whereas, an Order of even number dated 29th April 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 25th April 2021, which was further extended for a period upto 30.06.2021 vide an Order of even number dated 27.05.2021;

And whereas, considering the need for containment of COVID-19 cases across the country, MoHFW vide DO No. Z.28015/85/2021-DM Cell dated 28th June 2021, has issued an advisory to all States and Union Territories (UTs), for implementing targeted and prompt actions for bringing the pandemic under control;

Whereas, in exercise of the powers under section 6(2)(i) of the Disaster Management Act, 2005, 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)(l) of the Disaster Management Act 2005, the undersigned, hereby directs the State/ Union Territory Governments and State/ Union Territory Authorities to consider implementation of targeted and prompt actions for COVID-19 management, as conveyed vide aforesaid MoHFW advisory dated 28.06.2021, as per **Annexure-I**, until 31.07.2021. States/ UTs, will take the necessary measures, under the relevant provisions of the Disaster Management Act 2005. 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 Disaster Management Act, 2005, besides legal action under Section 188 of the IPC, and other legal provisions as applicable.


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)



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
28th June 2021

ANNEXURE-I

This is in reference to my earlier DO letter of even number dated 25th April, 2021 wherein Ministry of Health and Family Welfare had shared with all States/UTs an implementation framework for intensive action and local containment in specific and well defined geographic units, to break and suppress the chain of transmission of SARS COV-2. This was also later reiterated by the Ministry of Home Affairs and orders regarding the same were issued under the DM Act 205 vide letter no. 40-3/2020-DM-I(A) dated 29th April 2021.

2. With a rise in COVID 19 trajectory across the country in April and May 2021, many States and UTs have undertaken restrictions and containment measures as per the aforesaid implementation framework. As a result, the trajectory of COVID 19 pandemic in the country is presently showing a steady decline.

3. In view of the declining number of cases being reported many States have initiated the implementation of relaxation measures. In this context it is critical that the lifting of restrictions/providing relaxations be carefully calibrated with continued focus on containment efforts to curb the spread of infection.

4. In order to bring uniformity in implementing graded restriction/relaxation measures for COVID 19, the need for following the framework earlier shared with the States for either imposition of restrictions or allowing relaxations based on the burden of disease and strain on healthcare infrastructure still remain important. Prompt and targeted actions need to be implemented by the States as detailed below:

A. Guiding Principles

- Monitoring of cases with districts as administrative units be done on a regular basis. Necessary action for containment and health infrastructure upgradation be done, by further micro analysis based on clusters of cases at the district level
- Case positivity calculated based on total positive cases vis-a-vis samples tested during the week is one of the prime indicators of the spread of infection in a district. Higher case positivity would imply the need for stringent containment and restrictions so as to control the spread of infection
- Similarly, each district needs to analyze bed occupancy (oxygen and ICU beds) vis-a-vis the available health infrastructure to ensure that it doesn't get overwhelmed and seamless patient admission and follow up can be done. Higher bed occupancy is an indicator that the district needs to undertake specific measures to upgrade the available beds while focusing on containment activities equally vigorously. It is important to emphasize that a lead time is required to upgrade health infrastructure (a month or more) and hence districts need to plan such upgrades after having duly analyzed the case trajectory on a regular basis

- In view of the above, for prioritizing districts which need intensive follow up, States may continue to utilize the classification of risk profile of districts as already communicated by Ministry of Health and Family Welfare on 25th April 2021. Accordingly:
 - i) States/UTs may identify districts which require highest level of restrictions
 - ii) Remaining districts may be allowed higher degree of relaxations based on **lower weekly case positivity or a relatively low Bed occupancy (Oxygen and ICU beds) rates.**
 - iii) District with **high weekly case positivity or a high Bed occupancy (Oxygen and ICU beds) as detailed above**, would need intensive monitoring and hence State may consider appointing a senior officer from State headquarter as the Nodal Officer for these districts.
 - iv) **District Nodal Officer** will work in coordination with District Collector /Municipal Commissioner to identify cluster of new cases and ensure implementation of required containment activities including intensive action in areas reporting higher cases
 - v) Restrictions once imposed will remain in force for a minimum period of 14 days
 - vi) In remaining areas of the district not under containment action, clearly defined relaxations/restrictions may be provided.

B. Monitoring mechanism

- State government may consider monitoring the status of classification parameters on a weekly basis and ensure their wide publicity so as to inform community at large and obtain their support in management of Covid-19 while restrictions are imposed or relaxations are allowed.
- While positivity rates and bed occupancy rates are vital criteria that need to be monitored for selection of high focus districts requiring intensive public health action, States/UTs shall also regularly monitor districts with higher numbers of active cases per million population as it is an important indicator to predict need for upgrading health infrastructure and logistics so as to manage the cases.

C. Continued focus on 5-fold strategy for effective management of COVID-19

- COVID-19 is an ongoing challenge and hence it is important that States continue working on five pillars of COVID-19 Management i.e. **“Test-Track-Treat-Vaccinate and adherence to COVID Appropriate Behavior”**.
- Early identification of cases is important for curbing the spread, and for this **adequate testing is crucial**. RT-PCR machines and sufficient kits to ensure required level of testing should accordingly be maintained (both RT-PCR and RAT) in all districts.

: 3 :

- **Tracking and tracing** through active case search by special teams and contact tracing and screening should be undertaken proactively.
- In addition to following **Clinical Management Protocol**, States should focus on **upgradation of health infrastructure, timely commissioning of PSA Plants in hospitals, adequate planning for availability of medical oxygen, availability of logistics, maintaining buffer stock of drugs** and taking up necessary action for **creation /redesigning of appropriate COVID dedicated healthcare infrastructure**, especially in peri-urban, rural, and tribal areas.
- There is need for **upskilling/reskilling of human resources** on latest Clinical Management Protocol.
- Furthermore, **effective planning for vaccination focusing on prompt coverage of priority groups and hubs of economic activity should be prioritized.**
- COVID-19 management can succeed only through a whole of government & whole of society approach. Community engagement is critical & **adherence to Covid appropriate behavior** is crucial to guard against any surge in infection. This involves diligent use of masks/face covers, following physical distancing (2 gaj ki doori) and practicing respiratory & hand hygiene.

5. This normative advisory will aid the States/UTs to clearly define their policies and streamline their approaches for implementing graded restrictions/calibrated relaxation for management of Covid-19.

6. States/UTs can also plan additional public health measures as deemed necessary, based on their local context and situational analysis at the field level.

7. I am sure under your able leadership; we will be able to keep the momentum going and build on the progress made so far to bring the pandemic situation under control. Ministry of Health & Family Welfare will continue to provide requisite support to the States/UTs in this ongoing and collective effort

Yours sincerely

(Rajesh Bhushan)

Additional Chief Secretary/Principal Secretary/Secretary (Health) of all States/UTs

Copy to

: Chief Secretary/Administrator of all States and UTs

(Rajesh Bhushan)

✓ Copy for information to :

Cabinet Secretary, Cabinet Secretariat, New Delhi
Home Secretary, Ministry of Home Affairs, New Delhi

(Rajesh Bhushan)

Annexure II

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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