

**UT ADMINISTRATION OF
DADRA AND NAGAR HAVELI AND DAMAN AND DIU
STATE DISASTER MANAGEMENT AUTHORITY,
SECRETARIAT, DAMAN**

No. DMHS/COVID-19/2020/416

Date:- 31st August, 2020.

- Read:-**
1. Order No. DMHS/COVID-19/2020/2634 dated 23rd March, 2020.
 2. Order No. DMHS/COVID-19/2020/2699 dated 24th March, 2020.
 3. Order No. DMHS/COVID-19/2020/2870 dated 31st March, 2020.
 4. Order No. DMHS/COVID-19/2020/3130 dated 14th April, 2020.
 5. Order No. DMHS/COVID-19/2020/3246 dated 18th April, 2020.
 6. Order No. DMHS/COVID-19/2020/3672 dated 3rd May, 2020.
 7. Order No. DMHS/COVID-19/2020/4167 dated 17th May, 2020.
 8. Order No. DMHS/COVID-19/2020/4209 dated 18th May, 2020.
 9. Order No. DMHS/COVID-19/2020/4618 dated 31st May, 2020
 10. Order No. DMHS/COVID-19/2020/ 4999 dated 8th June, 2020
 11. Order No. DMHS/COVID-19/2020/158 dated 30th June, 2020
 12. Order No. DMHS/COVID-19/2020/ 291 dated 31st July, 2020

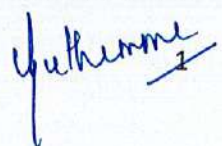
ORDER

Whereas, under the directions of the National Disaster Management Authority (NDMA), guidelines to contain the spread of COVID-19 in all parts of the country were issued vide order of even number dated 24.03.2020, under the Disaster Management Act 2005, which was extended from time to time till 31st August, 2020;

Whereas, in exercise of the powers under section 6(2)(i) of the Disaster Management Act, 2005, NDMA has issued an Order number 40-3/2020-DM-I(A) dated 29th August, 2020 directing the Chairperson, NEC that lockdown measures to be continued to be implemented in the containment zones upto 30th September, 2020 and to re-open more activities in areas outside the containment zones;

Whereas, under directions of the aforesaid Order of NDMA dated 29th August, 2020 and in exercise of the powers, conferred under Section 10(2)(I) of the Disaster Management Act, 2005, the Chairperson, NEC, has issued directions that the new guidelines on **Unlock 4.0** will remain in force upto 30th September, 2020;

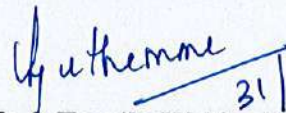
And Whereas, the UT Administration of Dadra & Nagar Haveli and Daman & Diu vide order No. DMHS/COVID-19/2020/2634 dated 23.03.2020, notified strict and intensive measures in Union Territory in order to ensure Social Distancing and isolation measures for the containment of COVID-19. And thereafter, the UT Administration, vide Orders referred to in the preamble has issued various guidelines of the measures along with Directives and



Standard Operating Procedures (SOPs) to be taken by various departments/institutions in the Union Territory of Dadra & Nagar Haveli and Daman & Diu from time to time for containment of the spread of COVID-19 in the Territory.

Now therefore, in continuation of this Administration's earlier orders, quoted above in the preamble and in pursuance of guidelines issued by the MHA, GoI vide Order Dated 29th August, 2020, the UT Administration of Dadra & Nagar Haveli and Daman & Diu hereby extends the lockdown in the containment zones, declared by the District Administration upto 30th September, 2020 and to re-open more activities in a phased manner in the entire Territorial jurisdiction of the UT. During the above period, the annexed GUIDELINES and DIRECTIVES along with the SOPs for Gymnasiums and Yoga Institutes (Annexed at Annexure III) together with the SOPs which were issued earlier for all permitted activities shall continue to be implemented strictly.

By order and in the name of the
Hon'ble Administrator,
UT of Dadra and Nagar Haveli and Daman and Diu


Secretary (Health & Family Welfare)

Copy for information and necessary action to:

1. PS to Hon'ble Administrator, Secretariat, Daman
2. PS to Advisor to the Administrator, Secretariat, Daman
3. The Secretary (I&P), Secretariat, Daman for wide publicity
4. All the Administrative Secretaries, DNH&DD for information and necessary action please.
5. The Deputy Inspector General of Police, DNH&DD
6. All the Collectors of the UT of Dadra and Nagar Haveli and Daman and Diu
7. All the Superintendents of Police, DNH&DD
8. The Director of Medical and Health Services, DNH&DD
9. The State Informatics Officer, NIC, Secretariat, Daman for uploading the same on official website of this Administration.
10. All the Head of Offices for information and necessary action please.
11. Office file.

**NEW GUIDELINES FOR CONTAINMENT OF COVID-19 IN THE
UNION TERRITORY OF DNH AND DD w.e.f. 1ST SEPTEMBER, 2020.**

[As per Ministry of Home Affairs (MHA) Order No. 40-3/2020-DM-I(A) dated 29th August, 2020]

For the phased re-opening till 30th September, 2020, new guidelines, as under, will be applicable in the entire Territorial Jurisdiction of the UT.

- a. In areas outside containment Zones, all activities will be permitted, except those covered under Clause III given below unless permitted by specific orders.
- b. It is reiterated that, in case of all permitted activities, the SOPs issued earlier by this Administration for ensuring social distancing and to contain the spread of COVID-19 shall be followed in letter and spirit by the District Administration and the various Departmental authorities.

I. Movement of Persons and Goods:

- a. There shall be no restriction on inter-State and intra-State movement of persons and goods. No separate permission/approval/e-permit will be required for such movements.
- b. Intra District Transport/Movement of persons is permitted subject to strict implementation of SOPs issued by Department of Transport.
- c. Movement of passengers through International Flights is allowed subject to strict compliance of the SOPs and the quarantine policy of this Administration.

II. ALL ACTIVITIES mentioned below are PERMITTED in the Districts except those that are specifically prohibited under Clause III below :

The detailed SOPs annexed with Order dated 3rd May, 2020 with respect to Public Spaces, Educational Institutions, Anganwadis, Shops and

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Commercial establishments, banking and financial institutions, Building and Construction activities, and those pertaining to various departments such as Health and Family Welfare, Industries etc., shall continue to be strictly followed. Also the detailed SOPs relating to functioning of Saloons and Parlours annexed with the order dated 18th May, 2020 shall continue to be implemented and enforced.

- a. All Health services including AYUSH shall remain functional.
- b. All Agricultural and Horticultural activities to remain functional.
- c. Establishments / Services under financial sector to remain functional.
- d. All Institutions/Establishments/Services under social sector to remain functional.
- e. MGNREGA works to be allowed fully.
- f. All Public utilities such as Oil and Gas sector, Power sector, Postal Services, Water, Sanitation and Waste Management sectors, Telecommunication and Internet services to remain operational.
- g. All commercial and private establishments shall be allowed to operate including market complexes.
- h. All Industrial establishments are allowed.
- i. Construction activities including that of the Private sector are allowed to be undertaken.
- j. Offices of the Government of India/UT Administration, their autonomous bodies and local Governments shall remain open.
- k. Online/distance learning shall continue to be permitted and shall be encouraged.
- l. All Religious places / places of worship shall be allowed to remain open for public.
- m. Hotels, Restaurants and other hospitality services shall continue to be permitted subject to strict enforcement of SOPs issued by this Administration.
- n. Yoga institutes and Gymnasiums shall be permitted subject to strict enforcement of SOPs issued by this Administration (**Annexure III**).

III. The following activities which were prohibited earlier will be re-opened in a phased manner subject to issuance of further directions/SOPs by the concerned Ministries of GoI and by this Administration:

Based on the assessment of the situation, dates for re-starting the following activities will be decided:

1. Schools, Colleges, Educational/Training/Coaching Institutions, etc., will remain closed till 30th September.
2. Cinema Halls, Swimming pools, Entertainment Parks, Theatres, Bars, Spas, Auditoriums, Assembly Halls and similar places.
3. Sports Complexes and Stadia.
4. Social/Political/Sports/Entertainment/Academic/Cultural/Religious functions and other large congregations.
5. All shops selling *Paan/Gutka* and Tobacco products are prohibited.
6. Liquor shops located within 200 meters from the borders/boundaries of the UT are prohibited to operate.

IV. Protection of Vulnerable Persons

- a. Persons above 65 years of age, persons with co-morbidities, pregnant women, and children below the age of 10 years, shall stay at home, except for meeting essential requirements and for health purposes, as per the UT Directives.

V. UT Directives for COVID-19 management:

- a. UT Directives for COVID-19 management as specified in **Annexure-I** shall be followed throughout the UT.

VI. Lockdown limited to Containment Zones:

- a. Lockdown measures shall remain in force in case of containment zone(s) till 30th September, 2020.

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- b. The Containment Zone shall be demarcated by the District Administration in consultation with the Department of Health and Family Welfare, after taking into consideration the guidelines/parameters shared by MoHFW, GoI.
- c. In the Containment Zone(s), only essential activities shall be allowed. There shall be strict perimeter control to ensure that there is no movement of people in or out of these Zone(s), except of medical emergencies and for maintaining supply of essential goods and services. In the containment zones, there shall be intensive contact tracing, house to house surveillance and other clinical interventions as required. Guidelines of MoHFW and UT shall be taken into consideration for above purpose.
- d. The UT may also identify Buffer Zones outside the Containment Zones, where new cases are more likely to occur. Within the buffer zones, restrictions as considered necessary may be put in place by the District authorities.
- e. In order to implement these measures, the District Magistrate shall deploy Executive Magistrates as Incident Commanders in the respective local jurisdiction. The Incident Commander will be responsible for the overall implementation of these measures in their respective jurisdiction.

VII. Use of Aarogya Setu :

- a. Aarogya Setu enables early identification of positional risk of infection and thus, acts as a shield for individuals and the community.
- b. With a view to ensure safety in offices and work places, employers shall put in best efforts to ensure that, Aarogya Setu is installed by all employees having compatible mobile phones.
- c. District Authorities may advise individuals to install the AarogyaSetu application on compatible mobile phones and regularly update their health status on the App. This will facilitate timely provision of medical attention to those individuals who are at risk.

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VIII. Strict enforcement of the guidelines:

- a. The District Administration and other departmental Authorities shall not dilute these guidelines issued under the Disaster Management Act, 2005, in any manner, and shall strictly enforce the same.
- b. All the District Magistrates shall strictly enforce the above measures and the UT Directives for COVID-19 Management, for public and work places.
- c. For the enforcement of social distancing, the District Administration may, as far as possible, use the provisions of Section 144 of the Criminal Procedure Code (CrPC) of 1973.

IX. Penal Provisions

Any person violating these lockdown measures, the UT Directives and SOPs issued for COVID-19 Management 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 Sec. 188 of the IPC and other legal provisions as applicable. Extracts of these penal provisions are at **Annexure II**.

UT DIRECTIVES FOR COVID-19 MANAGEMENT

PUBLIC PLACES

1. Wearing of face cover is compulsory in all public places, during transport. And in case of disposable masks, proper disposal protocols to be followed.
2. Social Distancing (2 gaz ki doori)shall be followed by all persons in public places and during movement from one place to another.
3. Marriage related gathering shall ensure social distancing including wearing of masks by the Bride, Groom & attendees. The maximum number of guests including the family members of the Bride and the Groom shall not be more than 50 persons.
4. Funeral/ last rites related gathering shall ensure social distancing, and the maximum numbers allowed shall not more than 20 persons.
5. Spitting in public places shall be punishable with fine, as may be prescribed by the District/Local authority.
6. Consumption of liquor, *paan*, *gutka*, tobacco, etc. in public places is not allowed and littering of sachets/pouches containing these products is also punishable as per law.
7. Shops including liquor shops shall ensure minimum six feet distance (2 gaz ki doori) among the customers. It shall be ensured that not more than 5 persons are present at one time at the shop.

WORK PLACES

1. Work from home as far as possible should be followed.
2. Wearing of face cover is compulsory in all work places and adequate stock of such face covers shall be made available. In case of disposable masks, proper disposal protocols to be followed.
3. All persons in charge of work places shall ensure social distancing as per the guidelines issued by Ministry of Health and Family Welfare, within the work places.

4. Social distancing at work places shall be ensured through adequate gaps between shifts, staggering the lunch breaks of staff, etc.
5. Provision for thermal scanning, hand wash and sanitizers preferably with touch free mechanism shall be made at all entry and exit points and common areas. In addition, sufficient quantities of hand wash and sanitizers shall be made available in the work places.
6. Frequent sanitization of entire workplace, common facilities and all points which come into human contact e.g. door handles etc. shall be ensured, including between shifts.
7. Hospitals/clinics in the nearby areas, which are authorized to treat COVID-19 patients, should be identified and list should be available at work place all the times. Employees showing any symptom of COVID-19 should be immediately sent for check up to such facilities. Quarantine areas should be earmarked for isolating employees showing symptoms till they are safely moved to the medical facilities.
8. Intensive communication and training on good hygiene practices shall be taken up.

PENAL PROVISION IN CASE OF NON-COMPLIANCE OF THE DIRECTIVES:

The District/Local Administration shall levy fines/take penal actions as prescribed below in case of violation of the above directives by virtue of the powers conferred under Disaster Management Act, 2005:

Sr. No.	Offence Particulars	Penalty/Compounding fee		
		Offence at the first instance	Offence at second instance	Offence at third instance
a.	Person found without wearing Mask in public places and work places	Rs.100/-	Rs.200/-	Penal provisions shall be invoked.
b.	Violation of Social Distancing Norms.	Rs.500/-	Rs.1,000/-	
c.	Spitting including spitting of Tobacco, Gutka,, etc., in Public Places	Rs.100/-	Rs.200/-	

**OFFENCES AND PENALTIES FOR VIOLATION OF LOCKDOWN
MEASURES**

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

51. Punishment of obstruction etc. – Whoever, without reasonable cause –

(a) Obstructs any officer or employee of the Central Government or the State Government, or a person authorized by the National Authority or State Authority or District Authority in the discharge of his functions under this Act;

or

(b) Refuses to comply with any direction given by or on behalf of the Central Government or the State Government or the National Executive Committee or the State Executive Committee or the District Authority under this Act,

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

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

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

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

55. Offences by Departments of the Government. – (1) Where an offence under this Act has been committed by any Department of the Government, the head of the Department shall be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly unless he proves that the offence was committed without his knowledge or that he exercised all due diligence to prevent the commission of such offence.

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

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

punishable with imprisonment for a term which may extend to one year or with fine.

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

58. Offence by companies. – (1) Where an offence under this Act has been committed by a company or body corporate, every person who at the time the offence was committed, was in charge of, and was responsible to, the company, for the conduct of the business of the company, as well as the company, 25 shall be deemed to be guilty of the contravention and shall be liable to be proceeded against and punished accordingly: Provided that nothing in this sub-section shall render any such person liable to any punishment provided in this Act, if he proved that the offence was committed without his knowledge or that he exercised due diligence to prevent the commission of such offence. (2) Notwithstanding anything contained in sub-section (1), where an offence under this Act has been committed by a company, and it is proved that the offence was committed with the consent or connivance of or is attributable to any neglect on the part of any director, manager, secretary or other officer shall also, he deemed to be guilty of that offence and shall be liable to proceeded against and punished accordingly.

Explanation. – For the purpose of this section – (a) “company” means nay body corporate and includes a firm or other association of individuals; and (b) “director”, in relation to a firm, means a partner in the firm.

59. Previous sanction for prosecution. – No prosecution for offences punishable under sections 55 and 56 shall be instituted except with the previous sanction of the Central Government or the State Government, as the case may

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be, or of any officer authorized in this behalf, by general or special order, by such Government.

60. Cognizance of offences. – No court shall take cognizance of an offence under this Act, except on a complaint made by – (a) the National Authority, the State Authority, the Central Government, the State Government, the District Authority or any other authority or officer authorized in this behalf by that Authority or Government, as the case may be; or (b) any person who has given notice of not less than thirty days in the manner prescribed, of the alleged offence and his intention to make a complaint to the National Authority, the State Authority, the Central Government, the State Government, the District Authority or any other authority or officer authorized as aforesaid.

B. Section 188 in the Indian Penal Code, 1860.

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

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

Illustration

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

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**GUIDELINES ON PREVENTIVE MEASURES TO CONTAIN SPREAD OF
COVID-19 IN YOGA INSTITUTES & GYMNASIUMS**

1. Scope

This document outlines various generic precautionary measures to be adopted in addition to specific measures to be taken at yoga institutes and gymnasiums to prevent spread of COVID-19. The guidelines aim to minimize all possible physical contacts between staff, members & visitors and maintain social distancing and other preventive and safety measures in context of COVID-19. These SOPs shall be strictly followed by the managers of the yoga institutes and gymnasiums and any lapse will attract legal action as per relevant provisions of the Disaster Management Act, 2005, Section 188 of IPC. The District Administration shall appoint Nodal Officers for ensuring strict implementation of the SOPs.

2. Generic preventive measures

All yoga institutes and gymnasiums in containment zones shall remain closed for public. Only those outside containment zones will be allowed to open up.

All yoga institutes and gymnasiums shall comply with all health related guidelines/SOPs/notifications issued by the UT Administration from time to time.

Persons above 65 years of age, persons with co-morbidities, pregnant women and children below the age of 10 years shall be advised not to use gyms in closed spaces. Organizations managing the yoga institutes and gymnasiums shall advise all members, visitors & staff accordingly.

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

by all (members, visitors & staff) in these places at all times. These include:

- i. Individuals must maintain a minimum distance of 6 feet as far as feasible.
- ii. Use of face covers/masks is mandatory at all times with in the premises. However, during yoga exercise or exercising in gymnasiums, as far as possible only a visor may be used. Use of mask (in particular N-95 masks) during exercise may cause difficulty in breathing.
- iii. Practice frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be practiced wherever feasible.
- iv. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
- v. Self-monitoring of health by all and reporting any illness at the earliest to the Health Authorities / 104 helpline.
- vi. Spitting should be strictly prohibited.
- vii. Installation & use of Aarogya Setu App shall be advised to all.

3. Specific measures to be followed include-

A. Before opening the yoga institutes/gymnasiums

a. Processes & premises redesigning including proper placement of equipments:

- i. Plan yoga/gymnasiums floor area based on 4m^2 per person.
- ii. Place equipments, including cardio and strength machines, 6 feet apart, wherever feasible, by moving equipment to facilitate social distancing
- iii. Where available, utilize any outdoor space by relocating equipment outside.
- iv. Create specific pathways for entering and exiting exercise areas within closed spaces using floor or wall markings.
- v. Ensure queue management, inside and outside the premises, with

specific markings on the floor with a gap of 6 feet.

- vi. Promote card based/contactless payment.
- vii. For air-conditioning/ventilation, the guidelines of CPWD shall be followed which emphasizes that the temperature setting of all air conditioning devices should be in the range of 24-30° C, relative humidity should be in the range of 40- 70%, intake of fresh air should be as much as possible and cross ventilation should be adequate.
- viii. Limit the number of staff and members within the general gymnasium floor, specific workout areas and change rooms by:
 - a. Restricting the number of members allowed in specified areas.
 - b. Implementing 'fitness sessions' for particular exercise areas with requirements for members to register (ideally online) for specific sessions.
- ix. Lockers shall remain in use, as long as social distancing is maintained.
- x. Ensure dustbins and trash cans are covered at all times.
- xi. Spas, Sauna, Steam Bath and Swimming Pool (wherever applicable) shall remain closed.

b. Disinfection:

All areas within the premises shall be disinfected using clinically approved disinfectants. The areas to be disinfected include but are not limited to:

- i. Entrances to premise, building, rooms.
- ii. All open areas used by staff and visitors.
- iii. Washrooms and toilets.
- iv. Shoe baths (Members will be encouraged to carry separate workout shoes).
- v. All other frequently touched surfaces (doorknobs, handles etc.).
- vi. Equipment in gymnasiums.

c. Planning and Scheduling of Activities:

- i. Calculate the maximum capacity per session based on redesigned spaces. Accordingly schedule the session and inform the members.
- ii. Yogic Kriya(s):
 - a. The practice of Yogic Kriya(s) may be avoided for the time being. Even if it is to be practiced essentially, it may be done in open spaces.
 - b. Guidelines for practitioners (Yoga guideline for Covid-19) issued by the Ministry of Ayush (available at: <https://www.ayush.gov.in/>) may also be followed.
- iii. Group fitness rooms and classes:
 - a. Staggering class session times and allowing minimum of 15-30 minutes between classes to avoid overlap between members arriving and leaving.
 - b. Offering group fitness classes online, wherever possible.
 - c. Restricting the number of persons allowed per group fitness class based on the size of the room and the nature of the fitness activity.
- iv. Personal training in yoga institutes/gymnasiums:
 - a. Ensure 6 feet distance between personal trainer and clients during personal training sessions, wherever feasible.
 - b. Ensure sessions are tailored to include only exercises that do not require physical contact between the trainer and the clients including setup and use of equipment.
 - c. Limit the number of clients per session & ensure adequate spacing amongst all clients.
 - d. Utilize outdoor spaces at the yoga institutes/gymnasiums where available.
- v. For Employees:

- a. The staff may be deployed in shifts to ensure social distancing.
- b. Staff residing in the containment zone shall not attend the facility till containment zone is de-notified.
- c. Housekeeping staff to be informed & trained about norms for waste management & disposal.
- d. All employees who are at higher risk i.e. older employees, pregnant employees and employees who have underlying medical conditions to take extra precautions. They should preferably not be exposed to any front-line work requiring direct contact with the clients.

d. Availability and Management of Supplies:

- i. Appropriate personal protection gears like face covers/masks, visors, hand sanitizers etc. shall be made available by management to the members, visitors & staff
- ii. Provide an adequate supply of disinfectant wipes or disinfecting solutions and disposable paper towels for members/staff to wipe exercise equipment clean before and after use.
- iii. Ensure availability of pulse oximeters to record oxygen saturation of members prior to the exercise.

B. After opening the yoga institutes / gymnasiums

a. At the entry point:

- a. Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions.
- b. Only asymptomatic persons (including staff) to be allowed in the premises.
- c. All persons to be allowed entry only if using face cover/masks.
- d. All members, visitors and staff shall Aarogya Setu application for risk identification at all times inside the yoga institute/gymnasiums
- e. Posters/standees on preventive measures about COVID-19 to be displayed prominently. Audio and Video clips to spread awareness on preventive measures for COVID-19 may be regularly played.

- f. Ensure minimum distance of 6 feet at all times in queues
- g. Proper crowd management in the parking lots, in corridors and in elevators – duly following social distancing norms shall be organized.
- h. Staggering of members/ visitors to be done, with separate timing slots, to allow for adequate physical distancing and disinfection of premises & equipment.
- i. In yoga institutes, shoes / footwear are to be preferably taken off outside the premises where yoga exercises are done. If needed they should be kept in separate slots for each individual / family by the persons themselves.
- j. Details of check-in and checkout times of members and visitors must be recorded (name, address and phone number).

b. Prior to exercising in the gymnasiums using equipment for cardio, strength training etc.:

- i. Ensure that the equipment has been disinfected, particularly the frequently touched surfaces before each use.
- ii. Sanitize middle finger with alcohol swab and check oxygen saturation using pulse oximeter. Those having oxygen saturation below 95% should not be allowed to exercise. Call 104 and ambulance and refer such persons to the nearest health facility.
- iii. Remove mask and **wear visor as far as feasible** while exercising.
- iv. Hand sanitizer stations must be provided near every gymnasium equipment.
- v. Ensure that members sanitize their hands before using gymnasium equipment.

c. During yoga exercises / other exercise sessions:

- i. Common exercise mats should be avoided and members should preferably bring their own exercise mats which they may take

back with them.

- ii. In view of potential threat of spread of infection, as far as feasible recorded music/songs may be played and shouting/ laughter yoga exercise should not be allowed.
- iii. Stop the exercise immediately if any person feels difficulty in breathing. Check oxygen saturation level. Those having oxygen saturation below 95% shall not be allowed to continue exercise. Such persons shall be referred immediately to the nearest health facility.

d. After exercise and in common areas:

- i. Ensure proper disposal of face covers / masks / used towels in covered bins.
- ii. The shower areas / washrooms should be sanitized before and after use.
- iii. Cafeteria facility, if any within the premises, shall follow social distancing norms at all times.
- iv. Cleaning and disinfection of gymnasium equipment, particularly frequently touched surfaces (hand rails, benches, fixtures, etc.) shall be done after each exercise session before it is used by the next member.
- v. The floor cleaning shall be taken up between exercise sessions.

C. At the time of closure:

- i. Shower rooms and lockers/changing areas need to be properly sanitized.
- ii. Deep cleaning of all washrooms shall be ensured.
- iii. Before closure, the entire premises shall be disinfected.

4. Additional precautions to be followed in case of a suspect case in the premises:

- i. Place the ill person in a room or area where they are isolated from others.
- ii. Provide a mask/face cover till such time he/she is examined by a doctor.
- iii. Immediately inform the nearest health facility (hospital/clinic) or call 104 helpline.
- iv. A risk assessment shall be undertaken by the designated public health authority (district Rapid Response Team / treating physician) and accordingly further action shall be initiated regarding management of case, his/her contacts and need for disinfection.
- v. Disinfection of the premises to be taken up if the person is found positive.
