



Reference Handbook for Covid-19 Policing



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FOREWORD



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COVID-19 Outbreak poses unprecedented challenges to law enforcement officers as they are at the fore front fighting the pandemic and at the same time trying to keep the citizens and force safe.

This reference handbook seeks to standardize and summarize the standard operating procedures of policing, right from the early stage of identification of the COVID-19 disease to ensuring mitigation of this deadly pandemic by coordinating with various stakeholders of the society.

For the past couple of months, it has been increasingly proven that timely and effective policing can help prevent the COVID-19 pandemic to a large extent. And so it is extremely important to consolidate the procedures and ideas in a concise and crisp manner.

There is a need for evolving a frame work in the post-lockdown period to prevent largescale spread of Corona virus among Police personnel deployed on regular policing duties. In this regard a Committee was constituted with the following officers;

- | | | |
|--|---|-----------------|
| 1. Dr. Jitender, IPS, ADG (L&O) TS., Hyderabad. | - | Chairman |
| 2. Sri. Y. Nagi Reddy, IPS, IGP North Zone | - | Member |
| 3. Sri. Sanjay Kumar Jain, IPS, IGP (P&L), TS. | - | Member |
| 4. Sri. M. Stephen Raveendra, IPS, IGP West Zone | - | Member/Convener |
| 5. Smt. B. Sumathi, IPS, DIG, CID (WSW) | - | Member |
| 6. Smt. Rema Rajeshwari, IPS, SP, Mahabubnagar | - | Member |
| 7. Sri. P. Satyanarayana, DSP, PSQMU, DGP Office | - | Member |

The committee assessed various risks involved in policing a pandemic and came up with a framework for mitigating the risk faced by Police officers in the course of discharge of their duties.

In addition, the contribution of N. Swetha, IPS, Superintendent of Police, Kamareddy District, Sri. C. Narendernath Reddy, Addl. SP (CID), TS, Hyderabad, Sri. T. Uma Maheshwar Rao, DSP, CID, TS, Hyderabad and Smt. V. Sandhya, Jr. Asst. O/o the IGP, West Zone, Hyderabad is noteworthy.

As we look to the scientific community to find us a vaccine for this pandemic very soon, I hope and believe that this handbook will equip us with necessary and timely tools and ideas in the progress of battle against this pandemic till such time. This can help us in preventing the spread of the disease to a large extent and also contain further casualties as much as we can.


6/6/20
Director General of Police,
Telangana State

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01 Introduction

Corona Virus Disease 2019 (COVID-19) is an acute infectious respiratory disease caused by a newly discovered virus called as SARS-CoV-2. The virus was first detected in Wuhan City, Hubei Province of China in January 2020. The disease since its first detection has affected many provinces of China and later spread to the entire world and caused rapid deaths in continents of North America, South America, Europe, Oceania, Australia, Asia including India. WHO declared it as a Global Pandemic on 11th March, 2020. As of 3rd, June 2020, the COVID positive cases crossed 2,00,000 in India with a strong recovery of 48.5% and low deaths of 2.8%. Consequently, about 60 countries have implemented lockdown with stringent restrictions on movement of people entailing unprecedented economic and social costs. The rise in unemployment and fall in income levels and savings of people will adversely impact the living standards leading to rise in crime and public disorder. The common symptoms of COVID-19 are fever, tiredness, dry cough, aches, pains, nasal congestion, runny nose, shortness of breath, sore throat and diarrhea.

In addition to the above, the peculiar feature of COVID is that in many cases the infection is totally asymptomatic.

1.1 Transmission mode:

Disease transmission is likely to occur through:

- Small droplets from the nose or mouth which are spread from person to person when a person with COVID-19 coughs or exhales.
- People are also infected with COVID-19 by touching objects or surfaces contaminated by droplets, then touching their eyes, nose or mouth.

As the pandemic is spreading across the Globe, the research is on to find out more details about transmission and behavior of virus on various surfaces. There are evolving studies.

02 Scope and Purpose

“The essence of COVID policing is to enlist the support of people in the fight against COVID”.

In the backdrop of the growing COVID-19 pandemic across the Globe, it is essential for police to revisit and align policing to suit the fast-evolving scenario and hence this reference hand book. This reference hand book defines various processes and standardizes them so as to ensure uniformity across all units, wings and across all ranks. Hence, an attempt is made to capture various aspects of COVID POLICING as there is no precedent or a written document on pandemic management in police department. The guidelines issued for COVID policing in TSSP, Operation wings, Prison and Correctional services, Training wing (TSPA/PTCs/Prisons and Correctional Services Dept./ DTCs) etc., are also incorporated in this hand book.

There is considerable risk law enforcement officers face by potentially being infected by the COVID-19 virus. Like health officials, police and other first responders are most likely to encounter an infected individual. In addition to potential hazards related to contracting the COVID-19 virus, law enforcement officers also experience huge stress during their discharge of duty. Increased pressures and continued obligations outside of work along with the potential of family members falling ill will create stress, fear and anxiety. This hand book is done to ensure such concerns are addressed and to facilitate seamless co-ordination between various departments and other stakeholders. The contents of the reference hand book are drawn from various orders of Ministry of Home Affairs, guidelines issued by the Telangana State Government and various circulars issued by the Director General of Police, Telangana so as to be in line with the instructions of the Government. The Police department should use this crisis not only to mitigate the issue at hand but also to come out stronger and resilient in terms of improving systems of Police preparedness for future pandemics. The essence of COVID policing is to enlist the support of people in the fight against COVID.

Hence, this hand book shall lay down principles of COVID policing and bring about the role clarity.

03 Current Position

In India, between 30th January to 26th February, 2020, three travel related cases (from Hubei province, China), were reported (all in Kerala). All these cases were clinically stable during the period of hospitalization and discharged as per the discharge protocols. The first case of Telangana was reported on 3rd March, 2020 who was identified at the screening at Rajiv Gandhi International Airport, Hyderabad with a travel History to China, Dubai and Bengaluru.

The rapid spread of the virus across the country is mainly attributed to three groups of people as of now. People who have come to India from countries affected with Corona virus, people from some countries attended a Markaz religious conference of Tabligh-e-Jamaat activists at their headquarters in Nizamuddin, Delhi and returned to their respective states and inadvertently spread the virus to their Indian counterparts, who unwittingly carried it to various parts of India. The latest phase of infection is seen among the migrant workers who travelled from COVID affected states such as Maharastra, Madhya Pradesh, Orissa and Bihar.

In Telangana State, initially about 30,000 international travelers were traced and medical screening was conducted. Those exhibiting COVID symptoms were referred to Gandhi Hospital, Hyderabad and all asymptomatic persons were institutional/home quarantined. The first case was reported from Karimnagar district on 23rd March, 2020. Later, COVID positive cases were reported in all districts of Telangana state.

Thereafter, the state witnessed a rapid spike in cases caused by the Tabligh-e-Jamaat activists who have attended the meeting held at Markhaz Nizamuddin, New Delhi in the second week of March and their primary and secondary contacts.

A majority of people are recovering from the virus in Telangana state. As on 04.06.2020, the number of positive cases in the state stood at 3147 of which 448 cases were among migrants, deportees and foreign returnees.

As on 4/6/2020, the number of people who discharged was 1587 and the numbers of positive patients in hospitals were 1455. In a positive development for Telangana, the total number of recovered corona virus patients became higher than those currently undergoing treatment. Likewise, the infection rate and mortality rate is less compared to other states due to effective containment policy and intensive health surveillance on ground. The capital city of Hyderabad has been the worst affected in the state, as it has the highest cases among all of the state's 33 districts.

04 Response of Governments

4.1 Phase 1 : Screening and Quarantining :

As soon as the World Health Organization declared COVID-19 as a Global Pandemic, screening at the airports was taken up to identify all persons with COVID-19 symptoms and then they were tested. Asymptomatic persons were sent for maintenance of strict Home Quarantine under community watch. The administration at the grass roots level was also involved to identify all the persons with travel history to foreign countries and other states as well. More than 30,000 foreign travelers were identified across the state and were strictly home quarantined. Police department devised a foot-proof strategy to ensure that home quarantined persons did not violate quarantine rules.

4.2 Phase 2: Closure of Industries, Schools, Commercial establishments etc.,

As the indications of further spread of the Virus were prominent based on the experiences of other countries in COVID-19 management, the Government of Telangana has taken steps to contain spread of the virus by closing industries, schools, colleges, coaching institutes, commercial establishments etc., by issuing [G.O.Ms No.45, GAD on 22.03.2020](#).

Jantha Curfew: The Prime Minister of India, in a televised address to the nation announced a “Janatha Curfew” from 7am to 9 pm on 22nd March, 2020.

4.3 Phase 3: Lock Down and Testing

The areas were segregated and differential quarantine measures were implemented based on number of positive cases reported. The areas where many positive cases were reported were grouped geographically and containment zones were established.

During the course of Lock Down, various other instructions such as compulsory maintenance of social distancing, wearing of masks etc., were also issued as a preventive measure.

Along with Lock Down, the state has taken up aggressive contact tracing of all primary, secondary and tertiary contacts and testing of the COVID-19 positive patients.

4.4 Phase 4: Easing of Lock Down

As the number of infection and mortality rate of COVID patients was declining, the Government of Telangana issued instructions for relaxation of lock down. The relaxation of lock down was also done to kick start the economy and resume routine activities.

05 Covid 19 Patient Management

The broad guidelines to contain COVID include the following steps. However, any such action shall be taken up in consultation and co-ordination with Medical, Health and Revenue department officials as per the protocols decided from time to time.

1. Tracing
2. Isolation
3. Testing
4. Treatment
5. Repeat

5.1 Contact Tracing:

The Police assist the Department of Health in contact tracing. This is one of the most important duties of police in COVID policing, wherein the police identifies the person's location and traces his/her travel history coming from an epicenter. Later, police traces all the persons who came in contact with a COVID positive patient by using investigative methods such as examining Call Data Records (CDRs), Closed Circuit Television (CCTV) footages, Google track history, Tower Dump Data and Personal Enquiries. Such persons are termed as Primary, Secondary and Tertiary contacts based on the levels of potential transmission and period of contact. The entire details are handed over to the District Collector who along with health department officials decides where the person should be quarantined.

Primary contacts

- Are those set of people who have directly and regularly come in contact with a COVID positive patient. They mostly include the kith and kin.

Secondary contacts

- Are those set of people who the primary contacts have come in contact. These are indirect contacts.

Tertiary Contacts:

- Are those set of people who the secondary contacts have come in contact. These are indirect and third level contacts.
- The following are the category of COVID suspected persons based on the experience of dealing with the pandemic in the state:
 - People who travelled from foreign countries infected with COVID
 - People who attended Markaz meeting in Nizamuddin, Delhi on March 14-17th 2020.
 - People who came from other states having COVID cases.
 - People infected through community transmission.

To deal with the above suspected cases of COVID, Government of Telangana has initiated the following measures.

- All those who travelled from foreign countries after 15th, February 2020 were identified and medical tests were conducted for Influenza Like Illness (ILI)/Severe Acute Respiratory

Infection (SARI) like symptoms and they were home quarantined. 30,000 people who came from abroad were medically examined and home quarantined as part of this exercise.

- Medical screenings were done entry points at airports and those who have suspected ILI symptoms were shifted to government quarantine for 14 days.
- In the initial days of dealing with COVID 19, the Government of Telangana established institutional quarantine facilities in Haritha, Ananthagiri Hills, Vikarabad and Bibinagar of Yadadri District. Symptomatic persons and travelers coming from COVID affected countries were sent for observation. However, the practice was eventually discontinued and quarantine procedures were taken up in the respective Districts.
- About 1150 Tabligh-e-Jamaat activists who attended Markaz in New Delhi were identified through contact tracing and were taken to quarantine for medical observation.

The Department of Health and Family Welfare, Telangana has been issuing various instructions and Standard Operating Procedures regarding Patient Management. As of now, Gandhi Medical Hospital has been notified as a COVID Hospital, all COVID-19 patients are being treated at Gandhi Hospital Only. A 1500 bed facility was established by the State at the Telangana Institute of Medical Sciences (TIMS), Gachibowli, Hyderabad as part of future course of planning and action. Telangana Government started sharpening its response against COVID in the first month of March itself. District Surveillance Officers, District Medical and Health officers (DMHOs) and Multi-Agency Surveillance teams kept a lot of focus on identifying persons returned from a recent foreign trip and kept them under home isolation. Their health status was tracked and monitored by the surveillance teams on a daily basis. A state wide massive and intensive COVID awareness drive was taken up by the local District Medical and Health officers (DMHOs), Accredited Social Health Activists (ASHA) workers and local health officials duly supported by the Police Department.

- All suspect cases detected in the containment/buffer zones (till a diagnosis is carried out) were hospitalized and kept in isolation in a designated facility till such time they tested negative. The policy in this regard changed depending on the transmissions (whether to keep suspected cases in institutional quarantine or home quarantine) and execution was done accordingly.

Persons testing positive for COVID-19 remain hospitalized till such time two of their samples are tested negative as per MoHFW's discharge policy.

5.1.1 MoHFW's discharge policy on COVID:

Clinical samples of any suspect/probable case of nCOV are sent for laboratory confirmation to designated laboratories. The case will be kept in isolation at health facility till the time of receipt of laboratory results and given symptomatic treatment as per existing guidelines. If the laboratory results for nCOV are negative, the discharge of such patients will be governed by his/her provisional confirmed diagnosis and it is up to the treating physician to take a decision. The case shall still be monitored for (14) days after their last contact with a confirmed 2019-nCoV case. In case the laboratory results are positive for nCOV, the case shall be managed as per the confirmed case management protocol. The case shall be discharged only after evidence of chest radiographic clearance and viral clearance in respiratory samples after two specimens test negative for nCOV within a period of 24 hours.

Case Classification:

i. Suspect Case

- A. Patients with severe acute respiratory infection (fever, cough, and requiring admission to hospital), and with no other etiology that fully explains the clinical presentation and at least one of the following:

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- A history of travel to or residence in the city of Wuhan, Hubei Province, China in the (14) days prior to symptom onset or patient is a health care worker who has been working in an environment where severe acute respiratory infections of unknown etiology are being cared for.

B. Patients with any acute respiratory illness and at least one of the following:

- Close contact with a confirmed or probable case of 2019-nCoV in the (14) days prior to illness onset.
- Or visiting or working in a live animal market in Wuhan, Hubei Province and China in the (14) days prior to symptom onset.
- Or worked or attended a health care facility in the (14) days prior to onset of symptoms where patients with hospital associated 2019-nCov infections have been reported.

ii. Probable Case

- A suspect case for whom testing for 2019-nCoV is inconclusive or for whom testing was positive on a pan-corona virus assay.

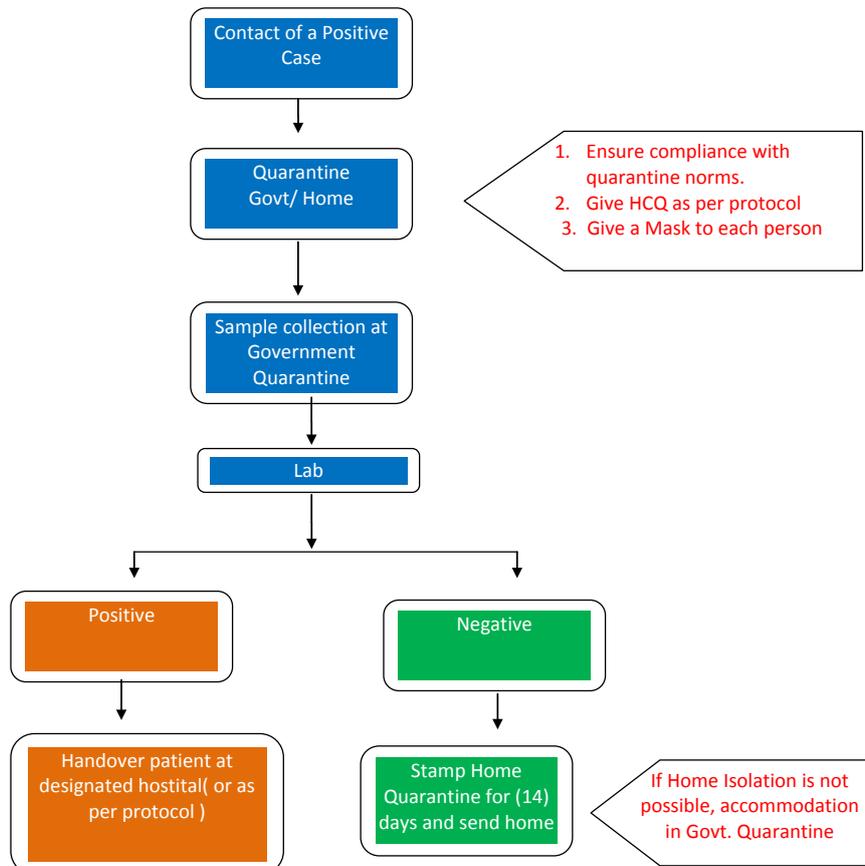
iii. Confirmed Case

- A person with laboratory confirmation of 2019-nCoV infection, irrespective of clinical signs and symptoms.

(Source: MoHFW’s discharge policy guidelines)

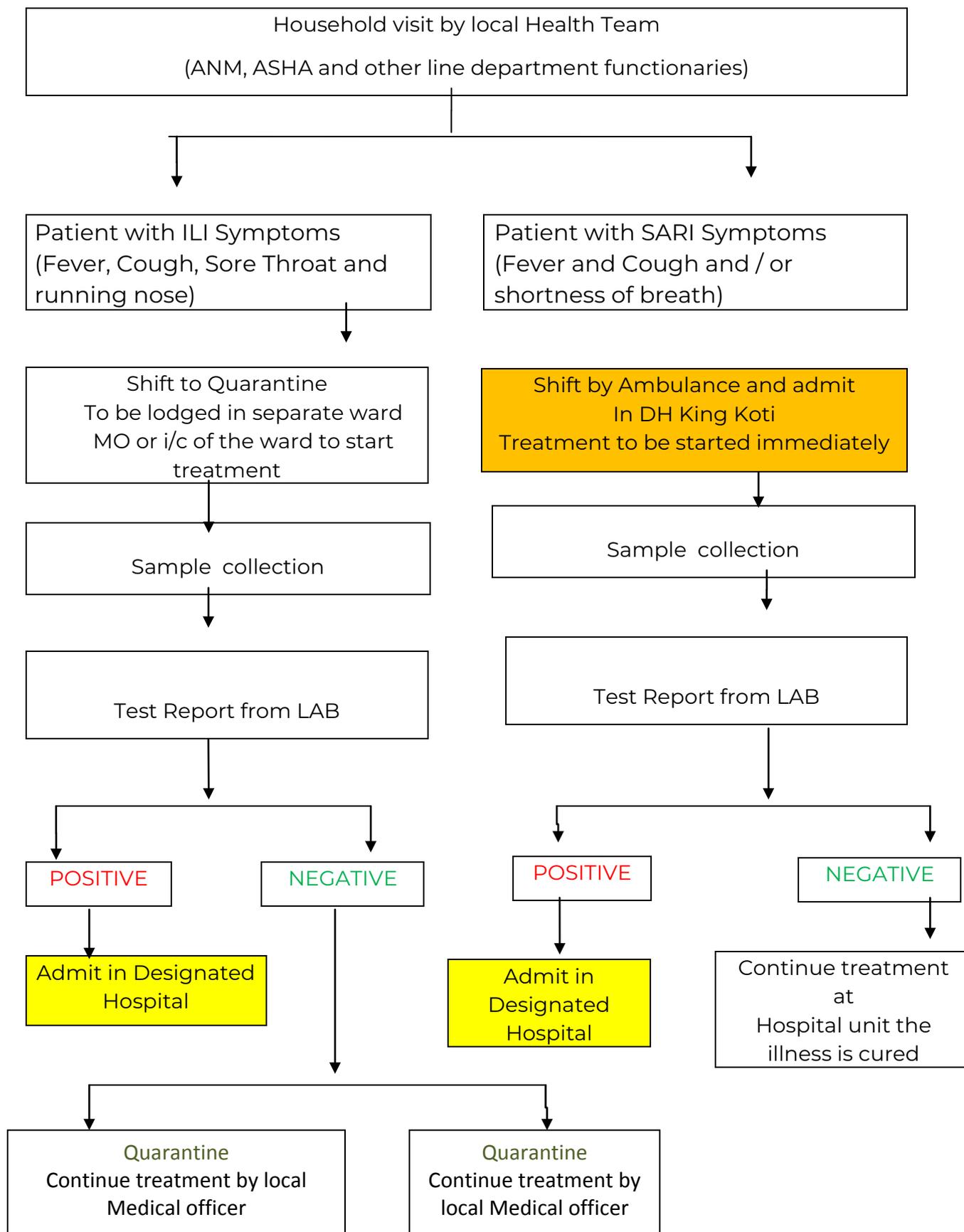
5.1.2 Confirmed Case Management Protocol by the State of Telangana:

The following is the SOP for follow up action of COVID positive case issued by Director, Public Health, Department of Health and Family Welfare, Government of Telangana.



*As the COVID management is an evolving scenario, the SOPs are likely to change by Government/medical department from time to time.

SOP For active surveillance in Containment Area:



*As the COVID management is an evolving scenario, the SOPs are likely to change by Government/medical department from time to time.

The following are the ICMR guidelines for testing:

Criteria for COVID 19 testing in India dt: 18/5/20

- All symptomatic (ILI Symptoms) individuals with history of international travel in the last (14) days.
- All symptomatic (ILI symptoms) contacts of laboratory confirmed cases.
- All symptomatic (ILI symptoms) health care workers/frontline workers involved in containment and mitigation of COVID 19.
- All patients of Severe Acute Respiratory Infection (SARI).
- Asymptomatic direct and high-risk contacts of a confirmed case to be tested once between day 5 and day 1 coming into contact.
- All symptomatic ILI within hotspots/containment zones.
- All symptomatic ILI among returnees and migrants within (7) days of illness.
- No emergency procedure (including deliveries) should be delayed for lack of rest. However, sample can be sent for testing if indicated as above simultaneously.
- ILI case is defined one with acute respiratory infection with fever > 38°C and cough.
- SARI case is defined as one with acute respiratory infection with fever > 38°C and cough and requiring hospitalization.
- All testing in the above categories is recommended by real time RT-PCR test only.
- All changes incorporated in these guidelines as compared to the previous version have been indicated in bold.
- As per the latest guidelines of the Government of Telangana, asymptomatic COVID patients who do not have any co-morbidities and able bodied are Home quarantined.

[\(Source: ICMR Guidelines for testing\)](#)

5.2 Isolation / Quarantine

As per the SOP issued by Health department, suspected cases are moved to quarantine and samples are collected for testing. Quarantine can be Hospital, Institutional and Home. The primary duty of the police is to safeguard the quarantine centers. Details of role of police are discussed in Chapter 8. Isolation wards were created in various hospitals across the state to isolate and to cater to the immediate requirements of a suspected Covid-19 patient. District Administration has identified quarantine facilities to accommodate symptomatic cases and primary contacts of the Covid-19 patients. Government hostels, schools etc., were identified and designated as institutional quarantine facilities across the Districts.

5.3 Testing

The Police shall assist public health officials to collect the swabs from persons with COVID symptoms. This is because resistance may be expected due to lack of awareness. Appropriate bio-safety precautions shall be taken while collecting respiratory samples (oropharyngeal and nasal swab) from a suspect patient. Police should take adequate care to maintain physical distance while medical functionaries collect the samples. Samples are collected as per the policy of the Government and sent for testing in various laboratories as allotted by the State Government from time to time. In India RT-PCR and antibody test is being done to test COVID 19.

5.4 Treatment

All Covid-19 positive patients are treated in Mahatma Gandhi Hospital, Hyderabad as per the treatment protocols of Health Department.

5.5 Repeat

The entire process of Tracing, Isolation, Testing and Treatment shall be repeated until all the infected patients are traced, treated and discharged.

06 Strategy for Lock Down Enforcement

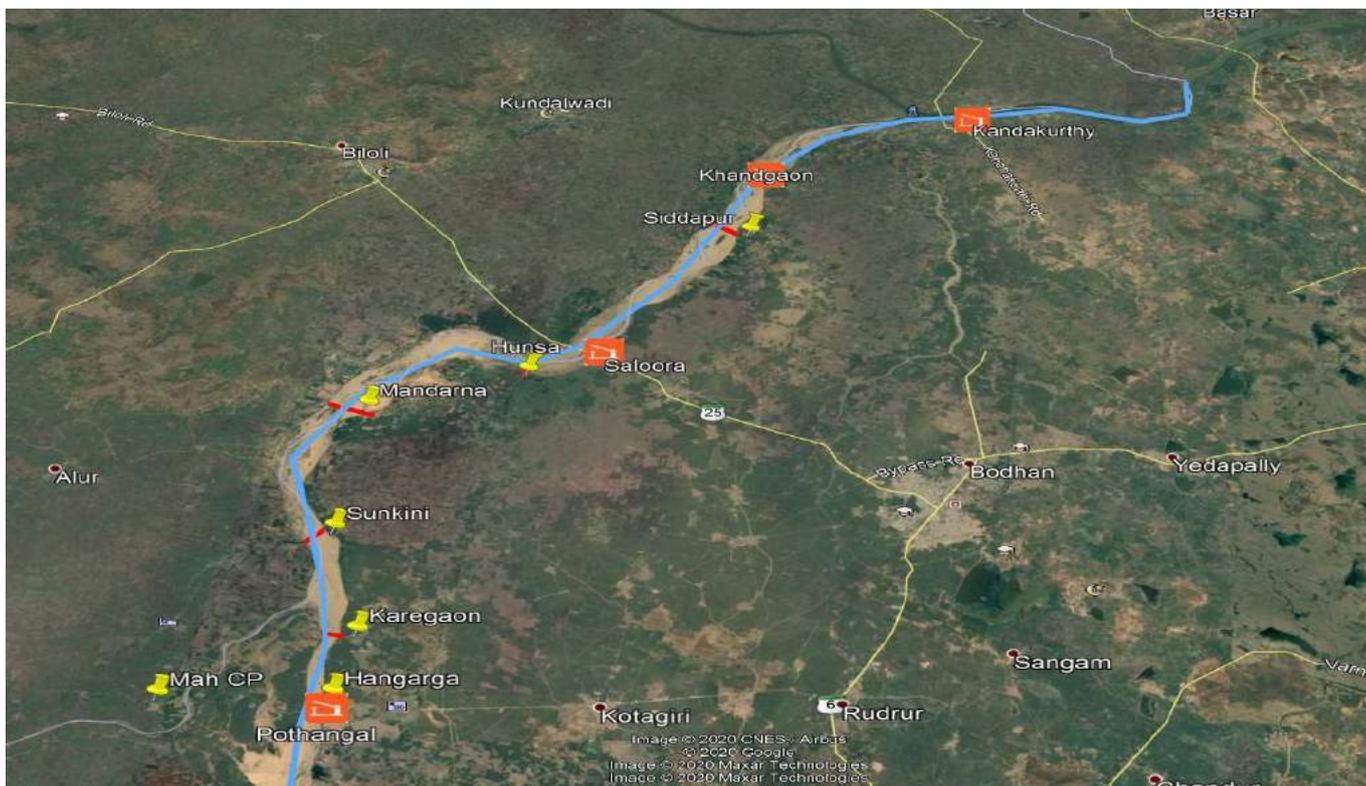
Lock Down is proving to be an important instrument to contain the virus and slowdown the spread of infection over a period of time. The Government of Telangana has issued various G.O.s with respect to lock down. The Union Home Secretary who is the Chairperson of National Executive Committee in exercise of powers conferred by Disaster Management Act, 2005 issues directions and guidelines to all State governments/UTs, while the Chief Secretary of Telangana is the Chair Person, State Executive Committee as per Disaster Management Act 2005 who issues directions to all departments. Government of Telangana and Government of India instructions may vary. In the state, we follow and implement the guidelines issued by the state government.

The following are the various steps taken by the administration for enforcement of Lock Down.

6.1 Establishment of Check Posts

- a. Inter-State Check Posts
- b. Inter-District Check Posts

Check posts were established across the State to contain the movement of people from one area to the other. These check posts are important component of lock down enforcement as restriction of movement of people is crucial to contain the pandemic given the size of the country and its population.



6.1.1 Stranded Operating Procedure (SOP) for the officers deployed at check posts:

- In the initial weeks of lockdown except essential services and medical emergencies, no other transportation was allowed. This SOP was developed to screen symptomatic persons at the point of entry itself.
- Eventually, Government of India has taken a decision to allow inter-state travel of migrant workers, pilgrims, tourists, students, and other persons stranded in different states due to lockdown to return to their home states.
- Large number of persons was expected to return from other states to Telangana by road etc., State planned to quarantine all such persons. The quarantine guidelines framed are applicable. Stranded persons from other States can enter Telangana either in buses / private vehicles / trains.
- The movement of vehicles from one state to another state transiting through Telangana should not be stopped as per the G.O.Ms No. 72 dt: 31.05.2020.
- E-Pass from respective states
- Returnees from other States had to produce e-Pass obtained from respective state portal at the Border check posts Telangana.
- At the border check post the authenticity of e-Pass were verified.
- Persons arriving at the state borders without e-Pass were not allowed to enter into the State.

6.1.2 Entry and Medical Checkup at the State border:

At the State Border:

- A check post with facilities of health screening, water supply, food, temporary shelter, adequate toilet facilities were set up by the District Administration at or near the entry point on the State Borders.
- The State has notified entry and exit points for each border district. District Administration ensured that passenger vehicles entered into Telangana only through these points.
- The border district made adequate number of counters for health screening, categorize passengers into symptomatic and asymptomatic.
- Symptomatic persons were quarantined in hospitals in respective districts while asymptomatic persons from rural areas were quarantined in schools or home depending on which zone they came from.
- Indelible ink stamping pad was used by screening teams and passengers stamped on back of palm (left hand) or a prominent place on an arm.
- No person coming from other state by bus/train should be allowed to get down midway during the course of onward journey to the receiving district.
- Those coming by 2 wheelers/cars/four wheelers from other states into Telangana are screened for health conditions and sent to the destination district.
- The bus/private vehicle in which the passengers arrive into the state from other state should be used for dropping the returnees to their respective districts. Bus arranged by the district administration will then drop returnees to their homes/facility quarantine. Municipal Commissioner or the Gram Panchayat officials should maintain a list of all such returnees

for ensuring their quarantine their health follow up and necessary tests as instructed by Government from time to time.

- District Administration shall be informed of the number of people coming to the district everyday based on the passes issued by originating districts and accordingly plan the arrangements at the entry point.
- Police Deployment: To be arranged by respective Superintendent of Police /Commissioner of Police at check posts in consultation with District Collector.
- Border Screening Team should have
 - a. Handheld Thermal Scanner.
 - b. Appropriate masks.
 - c. Pulse oxirmeter.
 - d. Hand Sanitizer.
 - e. Self-reporting form
 - f. Briefing with instructions – Guidelines for Home Quarantine
 - g. Stamps and indelible link for stamping of returnees.
 - h. Computer/laptop/Mobile for necessary data along with computer operator and WiFi connection.
- Police team should maintain a register to inter influx/out flux data and district-wise information should be sent to concerned unit officers daily.
- Deputy administration will issue passes for the return journey of vehicles which have come to drop the passengers from other states.
- Many slandered persons have entered the State either walking, through two wheelers etc., and there is a need to trace, carry out health screening and then quarantine them. The municipality/GP should take the lead in identifying such persons and organized health screening at jurisdictional PHC.
- Station House Officers and Village Police Officers should assist local medical teams in tracing such persons based on the daily influx report received form border District SsP.

Proforma – Details of Returnees crossing Inter- State border

Check post	Vehicle No.	No. of passengers	Details of passengers	Phone number	Type of passenger	Coming from state	Coming from dist	Going to dist	Going to Mandal	Address (with house number)
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6.2 Establishment of COVID Control Room

An integrated COVID Control Room was set up in all the District Police/Commissionerate headquarters to address all issues arising due to lock down. Representatives from other departments such as Health, Civil Supplies, Municipal, Revenue etc., were deputed in the Control room 24X7, attending to various issues related to COVID Management.

A toll-free number is given for each district to the citizens. The state helpline number for Corona Virus is 104 and the Police control room numbers were integrated through Dial 100. This control room also monitors movement of essential commodities across the districts and states. A representative from the police department, an Addl.SP/Dy.SP/CIP rank officer is deputed to coordinate with other departments.



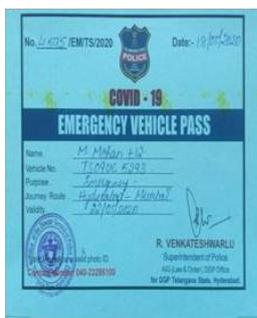
DISTRICT COVID CONTROL ROOM

Staffing and monitoring of Control Rooms: It is reiterated that control rooms are the nerve centers of policing and must monitor round the clock even the minutest concerns of stake holders during the pandemic. The existing control rooms may be expanded, resourced and designed to incorporate special COVID-19 cells to exclusively look after all issues relating to the pandemic. The staff at these COVID-19 cells should be trained and briefed about appropriate responses to help engage with issues and scenarios they are likely to be confronted with. Centralized COVID cell at Chief Office and District COVID cells must be strengthened keeping in view the long term consequences of COVID spread.

6.2.1 COVID Passes:

COVID passes are issued to the individuals, organizations, vehicles for essential services and for medical emergencies. The passes are issued at DGP Office, TS, Hyderabad and at unit level by Commissioners/Superintendents of Police for movement within their unit and across various units of Telangana State. For inter-state movement, the passes are issued by the Chief Office.

The COVID passes can be applied online on “policeportal.tspolice.gov.in” or in person. Details such as Name, Address of person, Vehicle No., reasons for seeking passes, Aadhar No., route details etc., are taken and passes are being issued within 48 hours. The passes are issued for a specified period of time. A declaration to the effect that an applicant is not residing in a containment zone that he/she does not have COVID symptoms need to be furnished before obtaining a COVID pass.



EMERGENCY PASS



E-PASS



ESSENTIAL COMMODITIES PASS

As on 31st May 2020 as per [GO.Ms No. 72 GAD, Govt. of Telangana](#), there shall be no restriction on inter-state movement of persons. No separate permission will be required for such movements.

6.3 Supply Chain Management

- Essential Services supply chain has to be maintained in order to ensure people do not go hungry. Any shortage of food and other essential commodities may lead to public unrest in the form of protests or food raids. The Police are the crucial liaison point between people and essential service providers. This is a critical component of the police role and must be prioritized.
- Control room at the State level was set up to deal with issues concerning private and government essential commodities suppliers. An ADG in charge of control room was nominated to liaise with all stake holders in supply chain management both public and private.

Some of the functions are:

- Securing the delivery of emergency supplies ensuring hassle free transportation of emergency medicines, surgical equipment and other emergency medical equipment by coordinating with the designated nodal officers and suppliers. Clear instructions were given to the police force to facilitate the same.
- Instruct, orient and equip field-level officers to take all necessary measures to facilitate unhindered, timely and safe movement of every designated essential service provider and the movement of people to access essential services
- Guiding e-commerce delivery staff and back end staff to reach the point of delivery through the shortest route possible, keeping in view blockades and road/gate closures(ensuring that guidelines issued on e-commerce activities are properly communicated to frontline officers)
- To enable people with information about the location of the nearest grocery/kirana stores, chemists, ATMs, hospitals, ration shops, primary health centers, and all other essential services.
- Coordinate with civil society organizations and NGOs to facilitate access to essential services, especially to identify and reach out to vulnerable individuals and communities, particularly the disable persons, physically and mentally challenged individuals, senior citizens and children.
- Ensure that all police personnel across ranks especially field-level officers, have full knowledge and awareness of each designated essential service provider in their state as per government and departmental orders.
- To circulate departmental orders with the list of essential service providers by all means necessary such as to the official mobile and WhatsApp numbers of personnel, making sure that every beat constable, every officer on patrol duty and every officer of law have this list in their possession so as to accord easy access.
- Ensure that all police personnel especially field level officers have full knowledge and awareness of the curfew passes, specific document(s) or identification proof of essential service providers. Passes are issued at DGP office Telangana and at unit level for medical emergencies and for maintaining essential services. However, for inter-state movement the passes are issued at DGP office Telangana. Unit officers have to ensure that officer on ground have complete knowledge on how to distinguish various passes.

- Necessary help to retailers to carry out back-end operations and to facilitate movement of labour or their staff shall be extended.
- Actively disseminate clear information in publicly accessible channels (including regional, local and national broadcast agencies both public and private) about the process, conditions, and documentation if any, required to obtain a “movement pass” for essential service providers or for members of the public.
- Promptly respond to any queries received on official social media platforms or handles about essential services.
- Ensure that the process of issuance of the movement pass is swift easy to follow and does not require physical verification of any kind. To ensure accessibility for all, the process could be completed not just through online platforms but also through modes such as text messages and whatsapp.
- Ensure at all times that all persons accessing a service such as while waiting outside a provisions/grocery store or ration shop adheres to the requirement of physical distancing.
- While performing COVID related duties, police/security personnel should help general public and deal with them with empathy and compassion especially with the weaker sections of the society. Guide and assist the citizen in markings for physical distancing in front of establishments.



The following are the issues with stake holder departments which need attention.

6.3.1 Civil Supplies department

List out the Fair Price Shops (FPSs) outside the containment zones and ensure proper supply of essential goods to the needy as per the guidelines by the Government from time to time by properly maintaining the hygiene and social distancing. Police shall assist the civil supplies department to distribute essential commodities in containment zones.

6.3.2 Agriculture, Horticulture Marketing Department

Police shall assist the agriculture department in paddy, maize procurement by facilitating supply of labour and enforcing social distancing at IKP centers and rice mills etc. Other back-end operations, repairs to agriculture equipment, providing harvesters and assistance to rythu bazaars, selling vegetables and fruits shall also be extended. A State level “Price Monitoring Committee” was set up to keep a tab on the prices of essential commodities and

to ensure seamless supply chain network vide G.O.Ms. 17 dt: 27.9.2019 of Consumer Affairs and Civil Supplies Department, Government of Telangana. Paddy procurement was commenced in the state on 8.4.2020, prior to that a video conference was held for inter departmental co-ordination and police officers were asked to extent complete co-operation. An IG was nominated to the said committee to liaise with police and other departments.

- As 85% of villages in the State are outside containment zones and as agriculture is an essential service, farming operations by farmers and farm workers were allowed by coordinating with the District Agriculture Officers (DAOs), Agriculture Extension Officers (AEOs) and Revenue Authorities by adhering to social distancing.
- In Telangana State, the Government has initiated a special program to buy paddy from the farmers. In this regard, police have to work closely with civil supplies, agriculture and transport department and ensure the smooth purchase and transporting.
- Police have to ensure that Rythu Bazars operate smoothly with social distance by regular liaisoning with marketing department. The weights and measures department and police department shall take legal action on wholesaler/retailer in the event of hoarding or black marketing.
- Ensure the opening of firms which are into repairs, selling agriculture machinery and its spare parts. It is the duty of police to facilitate the movement of mechanics who take up repairs by issuing of passes whenever required.
- Ensure the movement (inter and intra State) of harvesting and sowing related machinery like combined harvester and other agriculture/ horticulture machinery.
- **Seeds and Fertilizers:** Police shall facilitate the movement of labourers who are involved in processing, packaging of seeds in the factories in addition police shall also facilitate the movement of vehicles carrying seeds to various destinations. District Joint Task Force teams must ensure that no person involves in sale and distribution of spurious seeds.

[\(Source: G.O.Ms. 17 dt: 27.9.2019 of Consumer Affairs and Civil Supplies Department, Government of Telangana\)](#)

6.3.3 Fisheries

The following activities will be functional and police shall render all possible assistance:

- Operations of the fishing (marine and inland)/aquaculture industry, including feeding and maintenance, harvesting, processing, packaging, cold chain, sale and marketing shall function.
- Movement of fish/shrimp and fish products, fish seed/feed and workers for all these activities are to be allowed during lockdown.

6.3.4 Animal Husbandry

The following activities shall be functional and police shall render all possible assistance in terms of movement of vehicles and labour.

- Collection, processing, distribution and sale of milk and milk products by milk processing plants, including transport and supply chain. The police have to collect the data of suppliers and ensure all these activities are continued during lockdown by issuing passes.
- Operation of animal husbandry farms including poultry farms and hatcheries and other allied farming activities.

- Animal feed manufacturing and feed plants, including supply of raw material, such as maize and soya.
- Operation of animal shelter homes, including Gaushalas.

In ensuring these supplies, police should assist the nodal officers who are designated to perform these activities from the concerned departments.

6.3.5 E-Commerce

E-commerce firms are allowed to function to the extent of delivery of essential goods to the public. However, during Lockdown-1 e-commerce activities were restricted.

[\(Source: No. 40-3/2020-DM-I\(A\) GOI, MHA dt:15.4.20\)](#)

6.3.6 Price Monitoring:

As lock down measures adversely affect supply chain of essential commodities there is a likelihood of hoarding and black marketing of essential commodities thereby leading to increase of the price. Such increase in prices will further affect the purchasing capacity of the people and lead to law and order issues, hence it is important to monitor the prices of such commodities.

A committee, consisting of representatives from Police, Civil supplies, Revenue, Horticulture etc., is constituted by Government of Telangana to monitor prices of various commodities in the market.

[\(Source: G.O.Ms No.45, GAD on 22.03.2020\)](#)

6.4 Regulation/Shifting of Market areas

Market areas in various cities and towns in the State are one of the most crowded places and are prone to potential spread of infection. Thus, district administration must take steps to divide the markets across the city and town and if possible, shift the markets so as to de-congest and also encourage mobile markets. Also, municipal administration must take up steps to make it mandatory to wear masks and follow social distancing in these market areas along with intensive sanitation measures. Mobile Rythu Bazars are operational in most of the districts especially in containment zone to ensure essential items are supplied at the door.



MOBILE RYTHU BAZAR IN CONTAINMENT CLUSTER



SOCIAL DISTANCE IN RYTHU-BAZARS

6.5 Coordination with Other Stake Holders

Industry:

ITES: Though the Central Government has allowed the Information Technology (IT) industry and other related units to work with 50% staff, Telangana Government has not permitted to work in office till 7th May, 2020. However, the companies have mandated their employees to work from home till further orders. Police issued passes and extended all possible help to maintain their critical infrastructure. The Police shall closely work with associations to IT industry ensure smooth functioning. The services of Security Committee established at Police Commissionerates were effectively used for communication with industry leaders.

PHARMA: Since Pharma is an essential and emergency services category, it has been allowed to continue its manufacturing activities by all guidelines issued by the GOI and Telangana from time to time. Police shall extend all possible assistance to management of pharma sector.

All other sectors and establishments related to essential commodities supply chain are to be facilitated to operate without any hindrance. The Police must enable movement of labour and vehicles for smooth operation of such industries. It is essential for unit officers to keep abreast with various guidelines issued from time to time for role clarity.

6.6 Migrant Labour:

The activities of all the shops, establishments and construction works etc., to a screeching halt during lockdown, it caused severe hardships to the Migrant Labour. A special drive must be taken up to map the migrant population through SB staff and food for them during the lock down period was supplied by the District Administration. As per G.O Ms No. 13 dt: 30.3.20 of Government of Telangana, the employers of migrant workers are made responsible for ensuring welfare of migrant labour. The Government of Telangana took further measures of sanctioning of ration and cash transfer to meet their basic needs during the time of lock down. Assistance shall be extended to all departments to counsel the migrant workers to stay back whenever possible.

(Source:G.O.Ms. 13 dt: 30.3.20 of Govt. of TS)

6.6.1 Handling Migrant labour and stranded people:

Migrant workers from peri-urban and rural parts of the country who migrate to large cities constitute a sizable segment of urban population across the country. During outbreak of a communicable disease or social distancing measures as being undertaken for COVID-19

Pandemic, such populations tend to return back to their homes. In such a scenario, the resultant congregations of migrant workers in bus and railway stations/state borders may make them susceptible to COVID-19 infection. Further, such exposed individuals may later become infected and carry this infection to far flung rural localities. It is difficult to track them and their contacts. Police shall visit labour camps along with revenue officials to make sure that the contractors or concessionaires pay the salaries and take care of their food and accommodation. The administration shall constantly communicate with labourers and make efforts to dispel their fears and anxiety.

6.6.2 Advisory by Ministry of Home Affairs (MHA) on migrant workers:

- The migrant workers will remain at their regular place of work/local residence within the city. They will not be evacuated either by their employer/landlord. Action to this effect and to address other related issues will be taken by local administration as per advisories being issued by Ministry of Home Affairs.
- Health actions at place of congregation of migrant workers as some of the migrant workers have already moved in groups and either reached their destination or on their way, the health actions would be based on the locations where the migrant workers are currently located.
 - Migrant workers who are in the cities of their local residence.
 - Migrant workers who are on their way and are yet to reach their destination city/village.
 - Migrant workers who have reached their destination.
 - Where ever congregation of migrant workers has formed in bus stations/railway stations or any other place within the city of their local residence, the following actions would be taken:
 - Names, local residential and permanent addresses and mobile numbers of the migrant workers shall be recorded.
 - District health administration will depute a team which would include District Surveillance Officer/his representative and public health personnel. Thermal screening of all such persons shall be done by this team.
 - Persons found to be suffering from fever shall be further interviewed by this team for other symptoms suggestive of COVID-19 and history suggestive of contact with a suspect/confirmed case of COVID-19. All such persons qualifying these criteria shall be referred to designated COVID-19 treatment hospital for isolation and testing.
 - Those who are not exhibiting any such symptoms would undergo a risk profiling.
 - Those who are above 60 years or have co-morbidities would be shifted to a quarantine facility. Others would undergo home quarantine for (14) days.
- ACPs/DSPs shall ensure that the contractors feed the migrant labour working with them.
- The SsP/CsP shall deploy static force or patrol the areas where the labourers are lodged. Police and civil administration shall ensure that social distance is maintained at those camps. The check posts shall intercept the migrant labour and escort them back to their places of residence or camps. Police may also co-ordinate with NGOs and Civil society to facilitate food distribution at the camps or at labour colonies.
- Migrant workers who have reached their destination shall be identified by the district administration and following measures shall be taken at their residence.

- District health administration will depute a team which would include District Surveillance Officer/his representative and public health personnel for medical examination. Those who have symptoms shall be Home quarantined and Police shall extend all possible help to the medical teams.

The MHA vide Order No 40-3/2020-DM-I(A) dated 29/4/2020 has issued a revised order and permitted stranded migrant labour, students and pilgrim tourists to be allowed to move between one state to the other on mutual consent. Only COVID-19 asymptomatic persons are permitted to travel after screening by following all protocols of social distancing. A State level committee was formed to frame guidelines and oversee movement. As per the guidelines any stranded person who approaches District administration for permission to go to native state shall be asked to approach their native state. The nodal authority from the native state shall prepare the list of stranded persons along with their location and the list shall be sent to the nodal authority of Telangana for further action.

As the migrant labourers are partners of development in the state of Telangana efforts should be made to counsel them to stay back and work. Only willing migrant labour should be sent.

[\(Source: MHA Advisory on migrant workers\)](#)

07 MANAGEMENT OF CONTAINMENT ZONES

The Government of India has laid down a set of guidelines for containment of COVID positive cases through geographic quarantine. The areas where 15 or more cases are reported are grouped into Clusters and physical barricades are installed to prevent inward and outward movement of people and material. 2 or 3 clusters may be clubbed to form Zones are termed as Cluster Containment Zones and special measures such as Multi Agency Center (MAC) intervention is undertaken to break the chain of transmission of COVID. Based on the number of cases reported the following are the categories used.

7.1 Large outbreak:

A large outbreak is defined as localized increase in the incidence of a COVID-19 cases occurring within a defined geographic area e.g., in a village, town or city. This could also imply progression of a small cluster earlier noticed for which cluster management action is under implementation into multiple clusters. The cases may or may not be epidemiologically linked. For operational purpose, a large outbreak is deemed to be present when there are 15 or more cases.

7.2 Geographic quarantine:

Geographic quarantine (cordon sanitaire) strategy calls for near absolute interruption of movement of people to and from a relatively large defined geographic area where there is single large outbreak or multiple foci of local transmission of COVID-19. In simple terms, it is a barrier erected around the focus of infection. Geographic quarantine shall be applicable to such areas reporting large outbreak or multiple clusters of COVID-19 spread over multiple blocks of one or more districts that are contiguous based on the distribution of cases and contacts.

The strategy is to contain multiple clusters noted within the outbreak zone. Cluster Containment Strategy would be to contain the disease within a defined geographic area by early detection of cases, breaking the chain of transmission and thus preventing its spread to new areas. This would include geographic quarantine, social distancing measures, enhanced active surveillance, testing all suspected cases, isolation of cases, quarantine of contacts and risk communication to create awareness among public on preventive public health measures.

7.3 Factors affecting large outbreak cluster containment

A number of variables determine the success of the containment operations through geographic quarantine. These are:

- Number and size of the cluster/s.
- Effectiveness of geographic quarantine.
- How efficiently the virus is transmitting in Indian population, considering environmental factors especially temperature and humidity.

- Public health response in terms of active case finding, testing of large number of cases, immediate isolation of suspect and confirmed cases and quarantine of contacts.
- Geographical characteristics of the area (e.g. accessibility, natural boundaries)
- Population density and their movement (including migrant population).
- Ability to ensure basic infrastructure and essential services.
- The legal action against violators and enforcement of lockdown by Police.

7.4 Institutional arrangement at the operational level

- District Collector would be the nodal person for all preparedness and response activities within his jurisdiction. District Collector shall hold regular meetings with health functionaries, Police, Revenue, Municipal, R&B, Marketing, Agriculture, Panchayati Raj/ Local Self Governance Departments where the containment plan will be finalized and operationalized. These officials will issue directions to their ground level staff in all aspects of preparedness, control and containment in accordance with the Containment Plan and Guidelines.
- District Collector and the SsP/ CsP shall identify key issues (logistics, legal, technical and resources) and address them for implementing containment operations. He/she will keep ready all administrative orders for social distancing, restriction of rail/road/air transport, perimeter control and continuity of essential services.
- The CsP/SsP shall play a key role in drafting the scheme for Cluster Containment Zone.

7.5 Identify area under geographic quarantine

Defining containment and buffer zones:

Boundary for geographic quarantine will be defined based on:

- Geospatial distribution of each COVID cases contained within administrative convenience and feasibility to implement movement of people.

This is done by mapping the cases and contacts for defining the area of operation. If data for mapping is not readily available or could not be mapped immediately, then the below mentioned criteria will be followed:

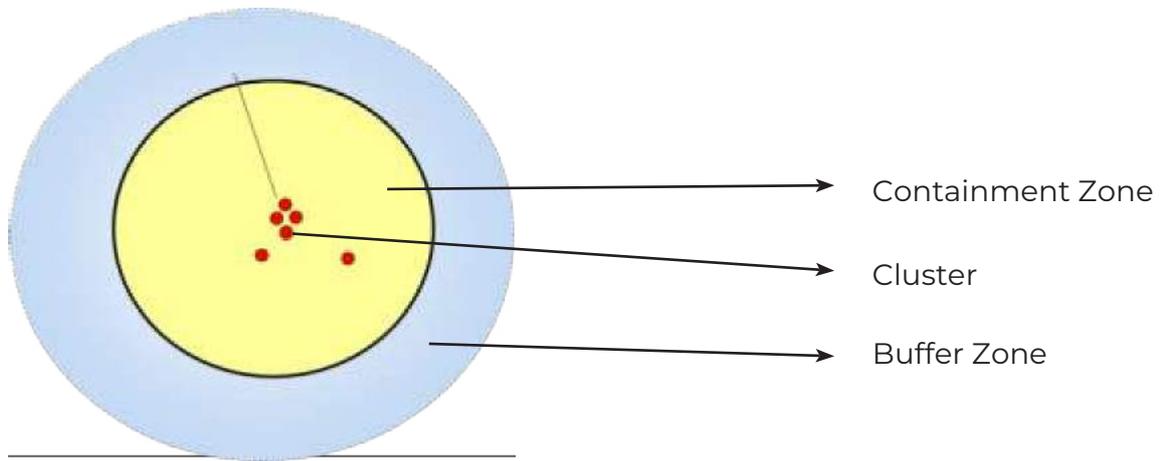
Rural areas:

- The town or mandal areas with 150 -200 meters with buffer zone

Urban areas:

- The perimeter may be 150-200 meters or based on local prevailing conditions. If the clusters are close by, they may be grouped into a single cluster.
- Buffer Zone: The areas around containment zones where there are no cases reported.

The area should be appropriately defined by the district administration/Greater Hyderabad Municipal Corporation (GHMC) with technical inputs from police. To the extent possible containments zones shall be small in size. Care has to be taken to ensure people are not put to inconvenience.



The buffer zone is an area where new cases are more likely to appear. Thus, the health institutions including private institutions should be aware of the signs and symptoms and undertake SARI and ILI surveillance as per norms.

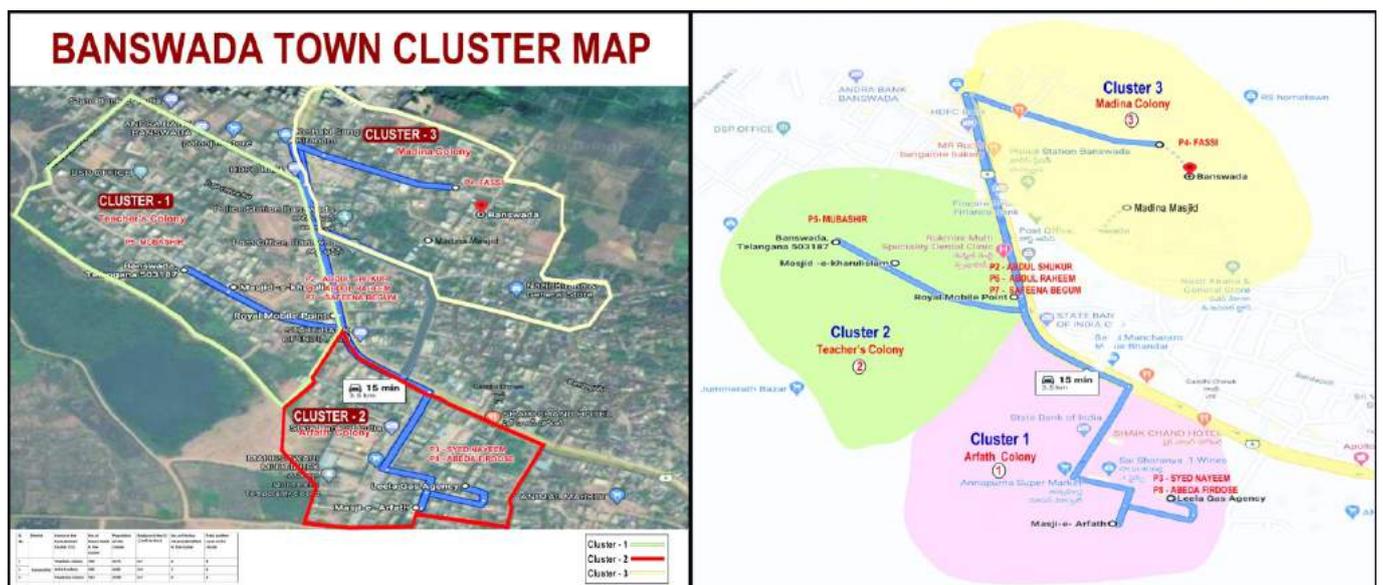
Perimeter:

Perimeter of the geographically quarantined will be decided by the District administration based on criteria. Clear entry and exit points shall be established. Police shall play a key role in safeguarding the perimeter.

Perimeter Control:

The perimeter control will ensure that there is no unchecked outward movement of population from the containment zone except for maintaining essential services (including medical emergencies) and government business continuity. Thermal screening, IEC shall be carried out at all entry and exit points.

All vehicular movement, movement of public transport and personnel movement will be stopped. All roads including rural roads connecting the containment zone will be guarded by Police. For personnel and vehicles requiring regular movement, a pass/ID card may be issued with details recorded and communicated.



Activities undertaken in Containment and Buffer zones

Containment Zone	Buffer Zone
<ul style="list-style-type: none"> • Defined area around epicenter • Perimeter control • Active search for cases by joint teams of ASHA/ANMs • Testing of all cases as per sampling guidelines • MAC intervention 	<ul style="list-style-type: none"> • Defined area around the containment zone • No perimeter control • No active search for cases • ILI/SARI cases report to health institutions falling in the buffer zone

7.6 Surveillance:

The Surveillance activities to be undertaken in the containment zones include:

- Active case search shall be done through house-to-house visit. For such purpose, a designated health worker will visit 50 households on an average. The surveillance would be done by ASHAs, Aaganwadi workers and ANMs. Since there is reluctance of some people to get tested or medically examined, police shall assist the above teams wherever required.
- The surveillance workers shall interview the households through a questionnaire regarding (i) signs, symptoms, (ii) travel history and (iii) history of contact with a confirmed/suspect COVID-19 case.
- These teams will also do line listing of contacts and their tracking with the help of police. They shall also inform their supervisory officers of cases detected and contacts listed during the day.
- Passive surveillance shall be enhanced all throughout the area under geographic quarantine and the buffer zone. All hospitalized patients with Severe Acute Respiratory Illness shall also be tested for COVID-19 in containment and buffer zones.
- The District administration will post signs and create awareness informing public about the perimeter control. Health workers posted at the exit point will perform screening (e.g. interview travelers, measure temperature, record the place and duration of intended visit and keep complete record of intended place of stay).
- Containment zones can take up usage of Drones. The live feed of the drone can be given to the control room by using an internet. The patrol officers (blue colts & patrol cars) may be directed from the control room by observing the live footages on a real time basis.
- Details of all persons moving out of perimeter zone for essential/ emergency services will be recorded and they will be followed up through Integrated Disease Surveillance Programme (IDSP). All vehicles moving out of the perimeter control will be decontaminated with sodium hypochlorite (1%) solution.





DRONE SURVEILLANCE IMAGES

(Source: [Updated containment plan for large outbreaks -19 of MH & FW, GOI](#))

08 Role of Police Department

- Assisting and supporting the implementation of public health measures to contain the outbreak i.e. assist all stakeholders in implementing the health measures being under taken by the Government.
- The first and foremost duty of the police in implementing public health measures is to assist health department in CONTACT TRACING where in police has to trace the suspected persons of pandemic by using investigative methods.
- Handing over the traced suspected persons to the concerned medical teams for further follow up action.
- In so far as isolation duties of the police is concerned, the role of police is to assist the public health officials to shift them to designated hospitals and safeguard the Government quarantine centers or Hospitals by deploying adequate force .
- While treating the patients phase, the role Police is to safeguard the medical staff and hospitals. Police should ensure that there is strict access control.
- Stringent legal action shall be initiated against people who indulge in attacks on doctors or para medical staff.
- Police force in the entire country is mandated by the Hon'ble Supreme Court in vide [W.P. No \(Civil\).10795/2020 dt: 8.4.2020](#) to provide protection to the doctors and other medical staff. Similar instructions were issued by Hon'ble High Court of Telangana. Employ preventive policing interventions for continued protection to health care staff.

8.1 Management of Cluster Containment Zones

All the localities reporting Corona positive cases and their contacts shall be grouped in Clusters and contained by barricading the road to prevent inward and outward movement of people. The exact boundaries of containment zone shall be location specific.

- Each such containment zone shall have a description of its boundaries
- Barricading shall be completed by closing all roads and thoroughfares by leaving one common entry and exit point to the Zone. The help of R&B department for erecting barricades shall be sought.
- The perimeter of the containment zone shall be barricaded with barricades of 8 ft in height with a mesh.
- The entry/exit point to the containment zone shall be closely monitored by deploying adequate Police force on 24 X 7. Patrolling shall be organized in containment zones.
- Deploy "Mobile Patrol Teams" to check for violation.
- The Police at the barricades shall facilitate movement of officials of Municipal, Health, Revenue, marketing, Civil supplies etc., to carry out their activities such as fumigation, fever survey and to dispense essential services respectively.

- Confinement of people to their houses shall be enforced. Legal action shall be initiated against violators of the lockdown.
- Signages with important directions of Government shall be installed.
- Public address system shall be installed to make announcements and CC TV Cameras shall be installed.
- Size of the containment zone shall depend on the number of cases reported with an approximate radius of 100 mtrs /200 mtrs /500 mtrs in urban areas.
- In rural areas i.e, villages the entire village shall be cordoned off.
- Adequate Buffer Zone of 100 meters shall be identified between each containment zone and non-containment zone.
- The unit officer shall designate a police officer as nodal officer for every containment zone
- In Greater Hyderabad Municipal Corporation (GHMC) area, the Zonal commissioner of the GHMC is nodal officer for all containment Zones in his jurisdiction and shall co-ordinate with all team members to perform their given responsibilities. The Assistant Commissioner of Police (ACP) and Deputy Commissioner of Police (DCP) have to closely liaise with GHMC Zonal Commissioner for effective and smooth functioning of teams posted at containment zones in their areas.
- In the Districts, the nodal officer of police shall co-ordinate with the nodal officer of containment zone.
- Besides these measures, in certain areas where the prevalence of positive cases is more and RED ZONES are formed the following micro barricading plan shall be implemented. The clusters which have a geographical grouping of COVID positives or their primary contacts shall have a higher level of lock down. The objective is to not only prevent people from moving from one house to the other but also to prevent from congregating or loitering in the by-lanes of the cluster.

The by-lane so identified shall be barricaded from both sides with only one entry and exit point.



BY-LANE IMAGES

The following are some of the guidelines.

- The Police in the by-lane lockdown shall be deployed in 2/3 shifts depending on the availability of man power.
- A nodal officer from Police shall be designated by Superintendent of Police and he shall be responsible for all the Police interventions.

- The force deployed shall be less than 45 years of age and with no ailments such as diabetes, hypertension, cardio-vascular, renal failure and respiratory disease.
- There shall be only one entry and exit route leaving a small opening for supply of essential commodities and for movement of officers of other departments.
- Force shall be deployed at the barricades to ensure strict access control.
- The barricades shall be 8 feet in height and covered with iron mesh so as to prevent inward and outward movement of unauthorized people.
- Foot patrolling shall be organized in buddy pairs in the by lanes. Their duty is to prevent movement of people from one house to the other in addition to preventing people from congregating or loitering in the by lanes. Legal action shall be initiated against the violators of lock down.
- Police shall assist the other departments such as municipal, marketing, civil supplies and medical etc., in the by-lane.
- A public address system shall be fitted in the by-lane for announcements.
- The force deployed at the above sites shall be provided with N95 masks, gloves and sanitizers. Wherever necessary, they shall also be provided PPE kits.
- The above force shall disinfect themselves at the end of every shift. This practice shall be made mandatory.
- The frontline force deployed at the above sites shall be administered Hydroxy-Chloroquine as a prophylactic dosage on the advice of DMHO. This must be administered under super vision.
- CCTV cameras and drone camera shall be deployed to keenly monitor movement of people.
- Food and other essential commodities shall be delivered at door step as to reduce the necessity of public to step out of their homes.

(Source: Memo No. 3654/Genl/20-3, Govt. of TS, 13.4.20)

8.2 Lock Down Enforcement:

Lock Down Phase-I –Period (Janatha Curfew on 22.03.2020, 24.03.2020 to 14.4.2020)

As per the [MHA Order No. 40-3/2020-D dt: 24.03.2020](#) and [G.O.Ms No. 45 dt: 22.03.2020 of Govt. of Telangana](#) and further extended vide [G.O.Ms.No. 54 dt: 28.03.2020 of Government of Telangana](#).

Permitted and Non permitted activities in Lock Down - 1			
SI No	Subject	Permitted	Not permitted
1	Government offices	District collect rate, Divisional office, Mandal office, Police, Health, Urban local bodies /Panchayatraj, Fire, Taxation, Water supply, Agriculture horticulture, animal Husbandry, fisheries and agriculture marketing, Civil supplies, legal metrology ,drugs control Administration, disaster Management, prisons, Treasury, Sanitation etc.. and all control government departments related to the above.	Non-Essential offices of the State/Union Territory Govt and their autonomous bodies corporations etc. are not permitted

2	Hospitals, and medical related	Medical establishments including their manufacturing and distribution units, both in public and private sectors such as dispensaries chemists and medical equipment shops, laboratories, clinics, nursing homes, ambulances etc.	All elective Surgeries shall be re-scheduled in all private and Government hospitals to enhance the availability of health care facilities to covid -19 patients.
3	State borders	-	State borders shall be sealed other than movement of essential and perishable commodities.
4	Commercial and private	dealing with food groceries, fruits and vegetables dairy and milk, meat and fish animals fodder.	All Commercial and private establishments ,All shops offices, factories, workshops godowns, Malls, Cinema halls, Gyms, Bar and Restaurants, pubs, saloons, Spa centers, hotels, lodges etc..shall be closed .
		Bank, insurance offices and ATMs	
		Print and electronic media	
		Telecommunications, internet services, broadcasting and cable services, IT and IT enabled services.	
		Petrol pumps, LPG gas, oil agencies, their godowns and their related transport operation.	
5	Industries Establishments	Manufacturing Unites engaged in production of essential commodities, like dal and rice mills, Food related, dairy units, Feed and fodder and pharmaceutical units etc.. are permitted	Industries establishment
	Transport services	Transportation for essential goods . Fire, Law and order and emergency services.	All Public transport services including RTC buses, SETWIN, Hyderabad metro, taxis, auto rickshaws Air and rail will not be permitted
6	Educational, Training institutions	--	All Educational institutions and education department activities including spot valuation will be closed. All examination scheduled during this period stand postponed. All Anganwadi centers shall remain closed
7	Places of worship	--	All places of worships and all religious congregations are not permitted

8	Social, Political, entertainment, cultural, Academic, functions and gatherings	In case of funeral congregation of not more than twenty persons, in case of marriage function not more than 10 members.	Political, sports and entertainment, gatherings not permitted
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Lock Down Phase-II: Period (15.04.2020 to 07.05.2020)

As per the [MHA Order No. 40-3/2020-D dt: 15.04.2020](#) and [G.O.Ms No. 57 dt: 12.04.2020 of Govt. of Telangana](#) and further extended vide [G.O.Ms.No. 60 dt: 19.04.2020 of Government of Telangana](#).

Permitted and Non permitted activities in Lock Down-II			
SI No	Subject	Permitted	Not permitted
1	Domestic& International air travels	Medical services, air ambulance and for security purposes etc	All domestic and International Air travels of passengers
2	Passengers movement of trains	security purposes or for purposes as permitted by MHA	All passengers movement by trains
3	Inter-state Buses for public transport	Except permitted by MHA	All inter-state buses for public transport and metro rails
4	Schools, Educational institutions, Colleges	Online/distance learning	Schools, Educational institutions, Colleges
5	Hospitality services	Housing health/police/Govt. officials/health care workers stranded persons including tourists and those used for quarantine facilities.	All Hospitality services
6	Cinema halls, shopping malls	--	Cinema halls, shopping malls gymnasiums, sports complexes, swimming pools, entertainment parks, theatres, bars and auditoriums assembly halls and similar places
7	All social/political/ sports and entertainment activities	--	All social political sports entertainment academic cultural religious functions and other gatherings
8	All religious places/ places of worships	--	All religious places/ places of worships and religious congregations
9	Movement of Individuals	For purchasing of essential items i.e, food items groceries milk etc and other permitted activities	All non essential activities

10	Industrial establishments in Urban areas	SEZ export oriented units industries estates and industrial town shops with access control, manufacturing unites of essential goods including drugs pharmaceuticals medical devices etc	--
11	Constructional activities	Constructional activities in outside the municipal corporation areas where workers are available on site and no workers are required to be brought from outside and construction of renewable energy projects etc and all constructional activities in rural areas	-
12	Malls and Markets	Shops selling essential goods in Markets and market complexes	All Malls, Market complex in urban areas
13	Offices	All Government offices with officers of the level of Deputy Secretary and above to the extent of 100% strength. The remaining staff will attend upto 33% as per requirement.	--
14	e-commerce	--	e-commerce companies app based /online platforms shell not deliver cocked food,
15	Agricultural, fisheries, plantations and animal husbandry	Agricultural, fisheries, plantations and animal husbandry activities fully functional.	

Lock Down Phase-III: Period (08.05.2020 to 29.05.2020)

As per the [MHA Order No. 40-3/2020-D dt: 01.05.2020](#) and further extension [MHA Order No. 40-3/2020-D dt: 17.05.2020](#) and [G.O.Ms No. 64 dt: 07.05.2020 of Govt. of Telangana.](#)

Permitted and Non permitted activities in Lock Down -III			
SI No	Subject	Permitted	Not permitted
1	Air Travels	Medical services, domestic air ambulance and for security purposes or purposes as permitted by MHA	All Domestic and international air travel of passengers, Metro rail services.
2	Educations institutions	Online/distance learning shall continue to be permitted and shall be encouraged.	Schools, colleges, educational/ training / coaching institutions etc. will remain closed,

3	Hotels, restaurants and hospitality services	Except those meant for housing health/ Police/ Government officials/ healthcare workers/ stranded persons including tourists and for quarantine facilities; and running of canteens at bus depots, railway stations and airports. Restaurants shall be permitted to operate kitchens for home delivery of food items.	Hotels, restaurants and other hospitality services.
4	Cinema halls, shopping malls, gymnasiums, swimming pools, entertainment parks, theaters, bars and auditoriums assembly halls and similar places.	Sports complexes and stadium will be permitted to open; however, spectators will not be allowed.	Cinema halls, shopping malls, gymnasiums, swimming pools, entertainment parks, theaters, bars and auditoriums assembly halls and similar places.
5	All social/ political/ sports/ entertainment/ academic/ cultural/ religious functions/ other gatherings and large congregations.	--	All social/ political/ sports/ entertainment/ academic/ cultural/ religious functions/ other gatherings and large congregations.
6	All religious places/ places of worship shall be closed for public. Religious congregations are strictly prohibited.	--	All religious places/ places of worship shall be closed for public. Religious congregations are strictly prohibited.
7	Red and Orange Zones	In the Containment Zones, only essential activities shall be allowed. except for medical emergencies and for maintaining supply of essential goods and services, Guidelines of MoHFW shall be taken into consideration for the above purpose	Strict perimeter control to be ensure that there is no movement of people in or out of Red & Orange Zones.
8	Night curfew	Except for essential activities.	The movement of individuals shall remain strictly prohibited between 7.00 PM to 7.00 AM,
9	Protection of vulnerable persons	Except for essential and health purpose	Persons above 65 years of age, persons with co-morbidities, pregnant women, and children below the age of 10 years, shall stay at home.

10	Aarogya Setu	At work places, employers on best effort basis should install Aarogya Setu app in their compatible mobile phones and regularly update their health status on the app for ensuring safety in offices etc.	-
11	Goods/cargo vehicles	Allow inter-state movement of all types of goods/ cargo including empty trucks	--
12	Transportation	Permitted with restriction taxis and cabs with one driver two passengers In green zones buses can operate with up-to 50% capacity	Inter-district and intra-district playing of buses

The Government of Telangana in G.O.Ms 64 dt: 07.05.2020 has made mandatory for everyone to wear face mask/cover in public places in violation shall allot a fine of Rs.1000/-

Lock Down Phase-IV :30.05.2020 to 30.06.2020 (Unlock down 1.0)

As per the [MHA Order No. 40-3/2020-D dt: 30.05.2020](#) and [G.O.Ms No. 72 dt: 31.05.2020 of Govt. of Telangana](#)

Permitted and Non permitted activities in Lock Down -IV			
SL No	Subject	Permitted	Not permitted
Phase-1			
1	Religious places/ Places of worship for public	All religious places/places of worship will be permitted from 08-06-2020	--
2	Hotels, restaurants and other Hospitality services	Hotels restaurants and other hospitality services will be permitted from 08-06-2020	--
3	Shopping malls	All shopping malls will be permitted from 8-06-2020	--
Phase-II			
1	Schools, Colleges, educational/Training/Coaching institutions etc	Schools, Colleges, educational/ Training/Coaching institutions etc will be opened with the consultation at the institutional level with the parents and other stakeholders. Based on the feed back, a decision on the reopening of these institutions will be taken in the month of July 2020	--

Phase-III			
1	International Air travel of Passengers	Except as permitted by MHA	--
2	Metro rail	Based on the assessment of the situation dates for restarting will be decided	--
3	Cinema halls, shopping malls	-do-	--
4	All social/political/sports and entertainment activities	-do-	--
5	Movement of Individuals	Except for essential activities.	Movement of individuals shall strict prohibited between 9.00 PM to 5.00 AM throughout the country
6	Unrestricted movement of persons and goods	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 movement	--

Further, the GOI, MH & FW vide [Memo F.No. Z. 28015/19/2020-EMR \(Pt\) dt: 4th June, 2020](#) and the Government of Telangana vide G.O.Ms. No. 75 dt: 4.6.2020 has issued guidelines with a view of phased re-opening in rural areas outside the containment zones. The following activities shall be allowed w.e.f 8th June 2020 with stipulation of SOPs prescribed by the government from time to time. Certain SOPs are discussed in para 9.4.4.

- Religious places/places of worship for public.
- Hotels/restaurants and other hospitality services.
- Shopping malls(other than gaming centers and cinema malls)

8.3 Security to Health Care facilities including isolation/quarantine facilities/testing facilities

During Pandemic management, security of the hospitals especially those where Covid-19 patients are getting treated assumes paramount importance. All providers are health care especially those working for Government is not only vulnerable for infection but also assault by patients and relatives as it has happened in Gandhi Hospital.

To ensure Safety and Security of Hospital infrastructure and Health Care providers, the Police Department must deploy force 24X7 at the Hospital and other health care facilities.

All suspect cases detected in the containment/buffer zones (till a diagnosis is made), will be hospitalized and kept in isolation in a designated facility till such time they are tested negative.

Persons testing positive for COVID-19 shall remain to be hospitalized till such time two of their samples are tested negative as per MoHFW's discharge policy.

8.3.1 Security at designated COVID Hospital – Mahatma Gandhi Hospital, Hyd



- From the security point of view, the hospital should be divided into two zones and force deployed as follows.
- In Hyderabad city, the following is the deployment at Gandhi Hospital:
 - Outer perimeter (i.e the main entrance, exits, labs other amenities blocks) manned by adequate force and may be headed by gazetted officer.
 - Inner perimeter (where the positive patients undergo treatment should be manned by young police personnel preferably below the age of 45 years with proper protective equipment. Tactics to intervene and take the subject under control in the event of an attack on medical officers should be designed. Suffice to say that the Police officers shall wear PPEs when they intervene).
- At wards where there are attacks on medical staff or the patients do not adhere to rule of law, police are deployed in full PPE. They should maintain continuous liaison with the concerned medical and Para medical staff and assist them in smooth functioning.

8.3.2 Security at Isolation Wards in District Hospitals:

However, in Districts the hospital quarantine may have one perimeter or two based on local conditions and guarded by an officer of rank of SI or Inspector with at least 15 personnel. The personnel shall be less than 45 years and with no co-morbidities such as hypertension, respiratory ailments, diabetes and renal failure etc. The entire staff shall be provided with N95 masks, gloves, sanitizers and PPEs etc. A facility to disinfect after every shift shall be provided by the District administration.

Specific Legal provisions available for regarding protection of healthcare workers during pandemic are mentioned in Chapter 9.

8.3.3 Security at Quarantine Facilities

As Covid-19 suspects are kept in quarantine facilities, the force must be deployed in those centers for the purpose of security of the facility and protection of health care officials who are providing round the clock services in those centers.

Force may be deployed depending on the physical infrastructure available at such facility and number of suspected Covid-19 patients admitted in the center. A 2+8 guard will be sufficient to provide round the clock security.

8.3.4 Home Quarantine Surveillance

The Secondary and Tertiary contacts of positive cases, the recovered cases shall be placed in home quarantine and surveillance shall be mounted on them. Regular fever survey shall be conducted on these cases by ASHA workers and Police shall assist them.



- The residential areas shall be divided into sectors for the ASHAs/Anganwadi workers/ANMs each covering 50 households (30 households in difficult areas). This workforce will have supervisory officers (PHC/CHC doctors) in the ratio of 1:4. and a police component. Individual houses of home quarantined persons are marked by a sticker as a warning sign for citizens living in the locality.
- The field workers will be performing active house to house surveillance daily in the containment zone from 8:00 AM to 2:00 PM. They will list the family members and those having symptoms.
- The patient will be isolated at home till such time he/she is examined by the supervisory officer.
- All Influenza Like Illness (ILI)/Severe Acute Respiratory Infection (SARI) cases reported in the last 14 days in the containment zone shall be tracked and reviewed to identify any missing case of COVID-19 in the community.
- The list of home quarantined persons is kept with the containment zone team and local police patrolling team who are tasked to check these home quarantined people regularly.
- The Patrol officers are instructed to maintain a close watch through “community watch” on the quarantined persons by maintaining database of phone numbers of neighbors, elders of locality to regularly speak to them to make sure that they are at home.



COMMUNITY WATCH

([Source: Containment plan for large outbreak, MH & FW, GOI,2020](#))

8.4 Handling of COVID dead bodies:

The main driver of transmission of COVID-19 is through droplets. Though there is less likelihood of COVID infection from a dead body, the police should be extremely cautious and not handle the dead body directly. The medical staff should allow handling the dead body while police shall escort or transport the dead body in a separate vehicle.

Standard infection control precautions to be followed by health care workers while handling dead bodies of COVID is also applicable to police such as;

- Hand hygiene and disinfecting the uniform.
- The vehicle also should be decontaminated by 1% sodium hypochlorite solution right after cremation procedures.
- The Police team handling the dead bodies of unnatural deaths should liaise with the health team of the nearest hospital.
- The service of minimum police personnel should be taken to handle the dead bodies.
- Thermal screening should be done for the persons or the officers involved in handling the dead bodies.
- The officers who attend the dead bodies should use mask, gloves etc., If personal protection equipment kit is available, use it.
- Understand the specification in wearing the PPE kit and also its items include gloves, coverall (medium and large) goggles, N-95 mask, shoe covers and face shield etc.
- Seek the assistance of doctors and nurses to wear the PPE Kit properly.
- If the photograph of the scene is required, the police officer himself shall take the photograph in his cell phone. Later, sanitize the phone.
- Information regarding the deceased should be collected from the relatives and neighbours of the deceased, whether he had any history of fever, cough, shortness of breath and travel history to affected area and contact with COVID confirmed cases within (14) days before his death.

- Police officer should request the health authorities to collect swab or samples from the dead body as per procedure.
- Avoid the service of outside persons for cremation except medical staff.
- During the time of shifting/handling of dead bodies, the police officers/health staff should maintain social distancing.
- The officers involved in handling the dead body should have minimum contact with the deceased.
- Use ambulance for transportation of dead bodies.
- After shifting dead bodies the place where the dead body was found and the ambulance, should be properly disinfected.

8.4.1 Police Personnel deployed in hospitals and Quarantines

- Police personnel should work together with health care teams in hospitals and quarantines.
- Thermal screening should be carried out on police personnel before reporting for duty in every shift.
- At the entry point thermal scanning equipments and sanitizers shall be provided.
- Use of sanitizer, mask and gloves should be ensured by all police personnel engaged on duty.
- Limit or restrict visitors. Visitors will be permitted according to the direction of doctors or health officials.
- Avoid physical contact with elevator buttons, handrails, handles of doors, escalators, telephone, printers/scanners, stretchers, wheel chairs, trolleys etc and other machines.
- Inform cleaning staff to sanitize the above such materials and places, at regular intervals.
- Don't interact with the COVID patients unnecessarily.
- The duty personnel should keep hand hygiene and respiratory etiquettes, social distancing, segregation, security of patients and health officials, health monitoring, minimum movement, tracking and tracing of contacts and avoid gatherings.
- Only one point of entry/exit should be permitted to the centers/hospitals, as far as possible.
- Inform cleaning staff to sanitize toilets, bathrooms, kitchen and common areas, where public has access in periodical intervals.
- Don't permit other patients into the corona care centers or corona wards.

(Source: [Guidelines on dead bodies of MH & FW, DGHS dt: 15.3.20](#))

8.5 Migrant Labour

Some states, such as Maharashtra and Gujarat have witnessed serious Law and Order issues while dealing with migrant labour. Restive labour stopped cooperating with administration and was adamant to go back to their homes. Given the sensitivity of the issue, the Police Department has a dual role to play in this regard.

1. Ensuring that the in-District Migrant labour is taken care of by their employers during the lock down period. The G.O. Ms No. 45 of the Government of Telangana mandates the employers to feed the migrant labour and also give them salaries even during the lock down period.

2. The in-transit labour, who have moved out of their place of work, must be discouraged from moving further. They must be counseled and be taken to the shelter homes established in the district.
3. The SsP/CsP shall deploy static force or patrol the areas where the labour is lodged. Police and civil administration shall ensure that social distance is maintained at those camps. The check posts shall intercept the migrant labour and escort them back to their places of residence or camps.
4. Police may also co-ordinate with other Government departments, NGOs and Civil society to facilitate food distribution at the camps or at labour colonies.
5. Transportation by Trains: The Ministry of Home Affairs (MHA) has issued [guidelines allowing special shramik](#) trains for the movement of migrant labour, tourists, students and other persons stranded at different places. The MHA order allows stranded people in different parts of the country during the lockdown to move to their respective destinations with certain conditions. The Telangana Police in co-ordination with Nodal officer of Government moved the migrants to their destinations by following the SOP. As per the guidelines, the migrant labours of various states are sent by trains every day. The migrant labour is being sent from one state to another only after mutual consultation of sending and receiving states. Every day, the nodal officer apportions the number of migrant labour to be sent and accordingly the unit officers dispatch them by the trains. It is not out of place to mention that Telangana was the first state to send migrant labour by train. The entire process was co-ordinated by Police nodal officer, ADG Law & Order.

In the Districts, the collectors organize transport, food, transit accommodation and also screen them medically before sending them by trains. The Role of the Police is to ensure social distance and to escort the migrant labour up to the railway stations.

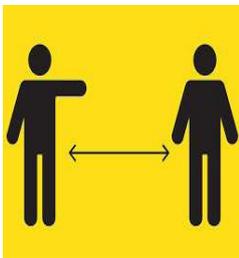
As on 4th, June 2020, 1,98,886 migrants belonging to Uttar Pradesh, Odisha, Bihar, Jharkhand, Rajasthan etc., were moved to their home states in 150 trains.

Sl.No.	State	No. of Trains	No. of migrant labour sent home
1	Bihar	40	52511
2	Odhisia	30	53472
3	U.P	31	36500
4	West Bengal	7	10856
5	Jharkhand	18	19523
6	Tripura and Assam	5	7068
7	Rajasthan	6	5772
8	Maharastra	1	374
9	Madhya Pradesh	6	5867
10	Madhya Pradesh and Chattigarh	2	2247
11	Chattigarh	2	2522
12	Uttarkhand	1	1191
13	Jammu & Kashmir & Punjab	1	983
	Total	150	198886



SHIFTING OF MIGRANT WORKERS IN SOCIAL DISTANCING

8.6 Air- Travel DGCA guidelines for International Airline passengers:



From Origin to Airport- Do's:

- Social distancing and minimum touch.
- Agreeing to the self-declaration form and registering on Arogya Setu App.
- Digital payments and use of authorized taxis.
- Baggage limitations- Only one check-in bag and one cabin bag allowed.
- Vulnerable persons such as very elderly, pregnant ladies, passengers with ailments are advised to avoid air travel.
- Ensure Web Check-in and obtain a boarding pass.
- Passenger to download the baggage tag/baggage identification number, print it and affix it in the bag at a prominent place.
- In case the passenger is not able to print the baggage tag, then he/she should mention the PNR number and is/her name on a thick piece of paper and affix it/tag it with a strong string.
- Before entering the terminal passenger to ensure that she is wearing a mask.
- Passenger to report at the airport as per revised reporting time i.e D-2 hours.
- Passenger to travel in an authorized taxi/personal vehicle following the norms specified by MHA.
- During transit to airports the passenger should take all precautions to prevent infection.

Passenger to certify the status of his/her health through the Aarogya Setu App or a self-declaration form.



From Origin to Airport- Don'ts:

- Passenger should not reach the airport late.
- Passenger should not travel if he/she is staying in a containment zone.
- Passenger should not travel if he/she has been tested positive for COVID-19.

From Origin to Airport:



- If a passenger who is not permitted to fly, undertakes an air journey he/she shall be liable for penal action.
- The passenger shall give a declaration to the following:
 - I/we am/are not residing in any containment zone.
 - I/we am/are not suffering from any fever/cough/any respiratory distress.
 - I/we am not under quarantine.
 - If I/we develop any of the above mentioned symptoms I shall contact the concerned health authorities, immediately.
 - I/we have not tested COVID-19 positive.
 - I/We am eligible to travel as per the extant norms.
 - I shall make my mobile number/contact details available to the airlines whenever required by them.
 - I understand that if I undertake the air journey without meeting the eligibility criteria, I would be liable to general action.
- The airlines shall ensure that the boarding pass is issued only after the passenger confirms to the above declaration.
- In case of a PNR having more than one passenger, the declaration would be deemed to be covering all the passengers mentioned in the PNR.

At the airport:



- Passengers should continue to wear mask throughout the journey.
- Passengers to get down from the vehicle with the face mask on and with required documents/e-documents.
- Passenger to arrive at the thermal screening facility near the entry gate.
- Passenger to get himself/herself checked for temperature and displays the status of Aarogya Setu App to the staff at the entry gate.
- In case of the non-availability of Aarogya Setu, passenger should be facilitated to go to a counter provided by the airport where Aarogya Setu App can be downloaded.
- Passenger to show his/her identity card, the boarding pass/e-boarding pass to the CISF staff at the entry gate.
- Passenger to proceed to the baggage drop counter and show his/her PNR to the staff. Avoid using baggage trolley as far as possible.
- As electronic receipt shall be sent to the passenger.
- Passenger to adhere to the social distancing which would be specified at the Airports through markings like circle, square or tensor barrier.
- Passenger to complete the check-in procedure and baggage drop at least 60 minutes before departure.

At Security Check in:



- Arrangements have been made at airports to guide passengers to walk through the pre-embarkation security screening.
- Passenger to follow the directions as announced by the authorities and divest of all metal on the body to facilitate the security screening.
- Passenger to bring only one hand luggage as per specified size allowed by the airlines.
- Passenger to cooperate with security staff by following the instructions for his/her own safety and security.



Security Hold Area:

Passenger to proceed to security hold area after security screening

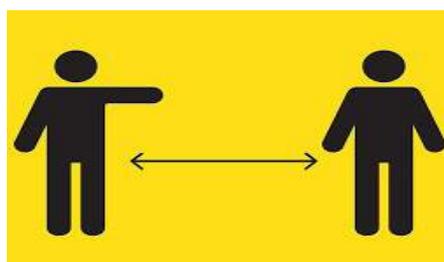
- While waiting in the security hold area, passenger to maintain social distancing and sanitization protocols
- Chairs marked 'Not For Use' should not be occupied
- While going around F&B, retail outlets, etc., passenger should be aware of the social distancing and maintain hygiene and also, he/she should be aware of the locations where sanitizers would be made available
- Passenger to dispose of all the bio-hazardous material like used masks, gloves and tissues etc., in the yellow-colored disposable bins/bags placed at strategic locations at the airport.

While Boarding:

- Passengers to be attentive towards various communication material displayed at the airport about various health advisories relating to pre-boarding and during the flight precautions
- Passengers to collect the safety kit (three layered surgical mask and sanitizer) from the airlines near the boarding gate.
- Passengers to wear mask and sanitize his/her hands before proceeding to the boarding gate for scanning of the boarding pass.
- Passengers to be attentive towards boarding announcements and reach the boarding queue by following social distancing.
- Display of identity cards by passengers is a must and check-in of the boarding pass would be done by the passenger by self-scanning of e-boarding pass.

Inside the air craft:

- During the flight, passengers to strictly follow hygiene and sanitation. Face to face interaction to be minimized.
- Passengers to minimize the use of toilets and avoid any non-essential movement in the aisles.
- No queuing at the toilets and only one companion for children and the elderly would be allowed.
- No meal service in the aircraft. Water bottle to be made available in the galley area or on the seats. Eatables not to be consumed during the flight.
- No newspaper/magazine will be available, no onboard sale of any item.
- If the passenger feels uncomfortable, fatigued or has respiratory distress, it should be brought to be immediate notice of the crew.



Arrival

- The disembarkation from the airlines would be sequential.
- To disembark, passengers to strictly follow the instructions of the crew.
- Social distance/sanitation should be maintained at the arrival gate, aerobridges, coaches, jet ladders and ramps etc.
- Trolleys in the arrival area to be used sparingly.

Baggage collection:

- Passengers to wait at the baggage hold area till the baggage arrives in batches.
- Transit passengers will not be allowed to come out of the transit area.

Exit from Airport

- Passengers to hire only authorized taxis from the Airport.
- Passengers to follow social distancing and hygiene while travelling in any mode of transportation.
- On arrival at the destination, passengers to adhere to health protocols as prescribed by Ministry of Health, Government of Telangana.
- The Cyberabad Police shall work in close association with CISF and RGIA, GMR staff by cordoning off Shamshabad airport and to facilitate movement of passengers from airport to quarantine center by buses as per the SOP.
- The persons arriving from foreign countries are quarantined as per SOP in hotels on payment basis

(Source: [DGCA circular No. 4/1/2020-IR dt: 22/5/2020](#))

8.7. Air-Travel DGCA guidelines for Domestic Airline passengers:

- On the day of commencement, limited operations (about 1/3rd) would be permitted.
- Further augmentation of flights will be done in a calibrated manner.
- Vulnerable persons such as very elderly, pregnant ladies, passengers with health issues are advised to avoid air travel.
- No physical check-in at airport counters would be done.
- Passengers with confirmed web check-in shall be allowed to enter the airport.
- Airlines should adhere to the lower and upper limits off areas prescribed by the Ministry during the period of COVID-19 pandemic.
- A Self-declaration/ Aarogya Setu App status (for compatible device) would also be obtained that the passenger is free of COVID-19 symptoms. Passengers with “Red” status in Aarogya Setu App would not be permitted to travel.
- Passengers will be required to wear the protective gear.
- The airlines shall not provide meal services onboard.
- The cabin crew is required to be in full protective suit.

- Only one check-in bag will be allowed.
- No newspaper or magazine shall be provided onboard by the airlines.

Specific guidelines and safety precautions to be followed by domestic air travelers are similar to that of international travelers specified in 8.7.

(Source: [DGCA circular No. 4/1/2020-IR dt: 22/5/2020](#))

09 Guidelines for Safety Measures for Police

- Police and security personnel are among the frontline workers performing duties to implement lockdown orders and government guidelines for containing the spread of the disease. Since they have to interact with the public on a daily basis, they are likely to be more vulnerable to the corona virus disease (COVID-19). Instances have been noticed of police/security personnel getting infected. Hence, it is imperative to make police personnel aware of the precautions to be taken while performing their assigned tasks in order to ensure that the strategy adopted for containing COVID-19 spread remains sustainable.
- Lot of awareness has been generated about COVID-19 through various campaigns by the Government. Police/Security personnel may be advised to keep themselves safe by practicing proper hygiene and physical distancing. Police authorities should also take care of safety and hygiene of its personnel by providing all necessary safety materials like hand sanitizers, soaps, masks, face shield, gloves, safe food, etc. and also train the personnel in their proper usage/disposal.
- While it is likely that a majority of police personnel are deployed for attending to COVID-19 related duties and other policing duties, Head of Police Forces (HoPFs) may consider the option of “Work from Home” for personnel not deployed on frontline and where feasible.
- To meet the challenge of COVID-19 and to ensure sustainment of control strategy for COVID-19, police forces need to prepare an effective second line of defense to make up for the police personnel who may be rendered ineffective due to COVID infection during the pandemic. Home Guards, Civil Defense, NCC cadets, Scouts and Guides and Student Police Cadets may be areas where there are not imminent law and order issues. They can especially be of help in maintaining order at the relief centers and in facilitating the maintenance of supply chain and for coordinating other essential services.
- While performing COVID related duties, Police/Security personnel should help general public and deal with them with empathy and compassion especially with the weaker sections of the society. They should monitor religious and religious and social congregations during festivals to ensure social distancing. Police should also be watchful of migrant labourers/slums to contain any unexpected and undesirable mass movement.

9.1 General Guidelines for Personal Protection of Police officers:

- Routine gathering of police officers for roll calls, shift change, parade/classes to be avoided.
- Efforts are to be made by the units/offices to function on any particular day, with a maximum of 50% of the total strength. The other 50% will be on rest. They shall be on call and ready to assemble whenever called for.
- Duty detailing should be finalized every evening and communicated to the Police officials over phone.
- The officers resting in the police stations in groups/sitting in groups should be avoided as far as possible.

- They should be allowed to return to their homes after the duty. They should not go to other places (relatives, friends etc.)
- The police officers should be provided with the necessary safety equipments based on the nature and place of duty.
- They should be encouraged to carry their own food and water rather than depending on outside food.
- The police officers should be advised to take regular healthy meals. They should refrain from fasting to the extent possible and coming for duty on empty stomach.
- They should be advised to do physical exercises/yoga etc., every day.
- They should make sure to wear clean and washed uniforms daily.
- The police officers after duty can return back to homes from their duty places after reporting to the SHOs either through a video call or over phone or through wireless sets.
- All police officers should ensure that if they fall ill or became sick, they should immediately inform the same to their superiors for further medical advice.
- All SHO's, all Company commanders in Armed Reserve and TSSP Battalions will detail one officer in their Units/office as the "Welfare Officer" who will look into all aspects of welfare including supplies of Safety Kits/Medicines/ food/Water and PPE'S etc.
- Homeo/Ayurveda Medical packages that have been released, to raise the resistance/immunity levels, can be given to all frontline police officers.
- Friday Parades and formal briefings should be avoided until further orders.
- Day to Day instructions can be given by senior officers to the staff, either online or through SMS/WhatsApp only.
- The WhatsApp groups of police officers should be effectively used for sending Health advisories.
- Routine vehicle checking to be avoided.
- Arrests inailable cases to be avoided. Arrests and remand to be undertaken only in grave and sensational cases.
- All non-policing duties, charitable, cultural functions to be avoided in these times. Uses of technology, cameras, CCTV's, Help lines to be encouraged.
- Avoid deploying police officers over 50 years of age with history of diseases such as cardiovascular, diabetes etc to sensitive/critical areas of duty. They may be used for duties inside police station or offices.
- Pregnant Women Police officers to be deployed in Office/Computer/ Helpline duties. Traffic duties should be limited to important and busy junctions only.
- Deployments for routine duties/bandobusts/duties and at Railway stations /Airports/ Check posts should be reduced to bare minimum.
- The tendency of over deployments should be avoided.
- No sharing of beds/equipments/waterbottles/glasses/spoons, PPE's, should be allowed among police officers.
- The Police officers should be instructed to avoid all kinds of accessories/ jewellery like necklace, ear rings, bangles etc., which can become a source for carrying the infection into their homes. As one may not be in the habit of sanitizing these, it is advised not to wear.

Reference Hand Book for Covid-19 Policing -----

- Policemen should be encouraged to use “Speaker mode” as much as possible, while using mobile phones.
- Police officers will encourage the citizens to avoid coming to the police stations for routine matters. Complaints should be encouraged over e-mail, WhatsApp, phone and TS COP App etc
- Police officers should try to innovate and create new practices and steps to ensure that social distancing is maintained, in day to day policing duties.
- All officers will ensure that the innovative practices/methods detailed in this SOPs are implemented in letter and spirit.
- Care should be taken to properly sanitize any new item purchased or brought to the premises. It should not be used immediately.
- All police officers should be given adequate rest and recuperation and adequate time to sleep.
- Individual police officials to carry their own sanitizers everywhere.
- The officers should keep themselves updated on the latest health advisories from time to time for there is a lot of change in the directions due to emerging data and new trends.
- Being a visible role model for the society, each of the police officials must obey and follow all social distancing and safety norms.

9.1.1 MHA Guidelines on prevention of COVID-19 for Police/Security Personnel managing public

Police/Security personnel interface with public who are potentially exposed to COVID-19. Instances have been reported of police/security personnel getting affected with COVID-19, while performing their duty. It is therefore imperative to make such personnel aware of the risks and actions for preventing COVID-19.

Police/Security personnel are being deployed for various functions as part of COVID policing where they interface with public who could be potentially infective to others. Hence police/security personnel are vulnerable to contract the COVID-19 infection while on duty for the following reasons:

- Continuous exposure and close contact with public, even to the extent of physical handling of people some of whom may be transmitting infection.
- Deployment in areas especially in the COVID Hotspots, Hospitals, Quarantine facilities which need their presence to maintain law and order.
- Lack of awareness on infection prevention and personal protection, including correct use of protective gears like masks and gloves etc.
- Close proximity in dwelling units like barracks/police quarters further increases the risk of transmission leading to infection-amplification and swift spread of infection.

9.1.2 AYUSH Ministry’s Immunity Boosting Measures against COVID-19 for frontline workers

Ministry of AYUSH recommends the following self-care guidelines for preventive health measures and boosting immunity with special reference to respiratory health. These are supported by Ayurvedic literature and scientific publications.

Recommended Measures

General Measures

- Drink warm water throughout the day.
- Daily practice of Yogasana, Pranayama and meditation for at least 30 minutes as advised by Ministry of AYUSH.
- Spices like Haldi (Turmeric), Jeera (Cumin), Dhaniya (Coriander) and Lahsun (Garlic) are recommended in cooking.

Ayurvedic Immunity Promoting Measures

- Take Chyavanprash 10gm (1tsf) in the morning. Diabetics should take sugar free Chyavanprash.
- Drink herbal tea/decoction (Kadha) made from Tulsi (Basil), Dalchini (Cinnamon), Kalimirch (Black pepper), Shunthi (Dry Ginger) and Munakka (Raisin) - once or twice a day. Add jaggery (natural sugar) and fresh lemon juice to your taste, if needed.
- Golden Milk- Half tea spoon Haldi (turmeric) powder in 150 ml hot milk - once or twice a day.

Simple Ayurvedic Procedures

- Nasal application - Apply sesame oil/coconut oil or ghee in both the nostrils (Pratimarsh Nasya) in morning and evening.
- Oil pulling therapy- Take 1 table spoon sesame or coconut oil in mouth. Do not drink, Swish in the mouth for 2 to 3 minutes and spit it off followed by warm water rinse. This can be done once or twice a day.

During dry cough / sore throat

- Steam inhalation with fresh Pudina (Mint) leaves or Ajwain (Caraway seeds) can be practiced once in a day.
- Lavang (Clove) powder mixed with natural sugar/honey can be taken 2-3 times a day in case of cough or throat irritation. These measures generally treat normal dry cough and sore throat. However, it is best to consult doctors if these symptoms persist.
- The above measures can be followed to the extent possible as per an individual's convenience.
- These measures are recommended by eminent Vaidyas from across the Country as they may possibly boost an individual's immunity against infections.

[\(Source: Ayush Ministry Immunity Booster Measures\)](#)

9.1.3 Risk Communication for Police Forces:

Although awareness is being created through print, visual and social media about the basics of COVID-19, it is important for the police administration to reiterate the same to their personnel through health lectures, advisories and talks in the daily roll-call or any other method considered effective.

The risks peculiar to the police personnel must be emphasized in order to insist upon police personnel to constantly observe preventive measures, while they are on duty. The following points need to be reiterated:

- Advice on preventive measures, especially

Reference Hand Book for Covid-19 Policing -----

- (i) Hand hygiene practices (frequent hand washing even when the hands are not visibly dirty using soap and water or an alcohol based hand sanitizer)
 - (ii) Respiratory etiquette (covering mouth and nose while sneezing/coughing using a disposable tissue/handkerchief or coughing/sneezing in flexed elbow)
 - (iii) Physical distancing (at-least 1 meter)
- Information on self-protection using appropriate protective gears such as face mask, face shield and gloves and their proper disposal.
 - At the police post, the police personnel on duty, should maintain physical distancing (of at least 1 meter) among themselves
 - Personnel must be aware of self-monitoring for symptoms of COVID-19 (like fever/cough/difficulty in breathing) and not to ignore even minor flu like symptoms such as sore throat, running nose and sneezing etc.,
 - They must immediately seek medical help if they develop symptoms like fever, cough and difficulty in breathing. Also, they must immediately inform their superiors about the same for the latter to take appropriate actions including enforcing quarantine of such personnel.

Advice about accessing health care advice (e.g. from own medical officer or Helpline no. 1075)

9.1.4 Personal Protective Equipment (PPE):

Personal Protective Equipment (PPEs) are protective gears designed to safeguard the health of workers by minimizing the exposure to a biological agent.

Components of PPE are goggles, face-shield, mask, gloves, coverall/gowns (with or without aprons), head cover and shoe cover. Each component and rationale for its use is given in the following paragraphs:

9.1.4.1 Face shield and goggle – Usage and Specifications

- Contamination of mucous membranes of the eyes, nose and mouth is likely in a scenario of droplets generated by cough, sneeze of an infected person or during aerosol generating procedures carried out in a clinical setting.
- Inadvertently touching the eyes/nose/mouth with a contaminated hand is another likely scenario. Hence protection of the mucous membrane of the eyes/nose/mouth by using face shields/goggles is an integrate part of standard and contact precautions.
 - The flexible frame of goggles should provide good seal with the skin of the face, covering the eyes and the surrounding areas and even accommodating for prescription glasses.
 - Made of clear plastic and provides good visibility to both the wearer and the patient.
 - Adjustable band to attach firmly around the head and fit snugly against the forehead.
 - Fog resistant (preferable)
 - Completely covers the sides and length of the face.
 - May be re-usable (made of material which can be cleaned and disinfected)
 - Quality compliant with the below standards, or equivalent.
 - a. EU standard directive 86/686/EEC, EN 166/2002
 - b. ANSI/SEA Z87.1-2010

- With transparent glasses, zero power, well fitting covered from all sides with elastic band/or adjustable holder.
- Good seal with the skin of the face.
- Flexible frame to easily fit all face contours without too much pressure.
- Covers the eyes and the surrounding areas and accommodates for prescription glasses.
- Fog and scratch resistant.
- Adjustable band to secure firmly so as not to become loose during clinical activity.
- Indirect venting to reduce fogging.
- May be re-usable band (provided appropriate arrangements for decontamination are in place) or disposable.
- Quality compliant with the below standards, or equivalent:
 - a. EU standard directive 89/686/EEC. EN 166/2002
 - b. ANSI/SEA Z87.1-2010

9.1.4.2 Masks – Usage and Specifications:

- Respiratory viruses that includes Corona viruses target mainly the upper and lower respiratory tracts. Hence, protecting the airway from the particulate matter generated by droplets prevents human infection. Contamination of mucous membranes of the mouth and nose by infective droplets through a contaminated hand also allows the virus to enter the host. Hence the droplet precautions/airborne precautions using masks are crucial while dealing with a suspect or confirmed case of COVID-19.
- Masks are of different types. The type of mask to be used is related to particular risk profile of the category of personnel and his/her work. There are two types of masks which are recommended for various categories of personnel working in hospital or community settings depending upon the work environment.
 1. Triple layer medical mask
 2. N-95 Respirator mask
- A triple layer medical mask is a disposable mask, fluid-resistant and provides protection to the wearer from droplets of infectious material emitted during coughing/sneezing and talking.
- An N-95 respirator mask is a respiratory protective device with high filtration efficiency to airborne particles. To provide the requisite air seal to the wearer such masks are designed to achieve a very close facial fit.
- Such mask should have high fluid resistance, good breathability (preferably with an expiratory valve), clearly identifiable internal and external faces, duckbill/cup-shaped structured design that does not collapse against the mouth.

If correctly worn, the filtration capacity of these masks exceeds those of triple layer medical masks. Since these provide a much tighter air seal than triple layer medical masks, they are designed to protect the wearer from inhaling airborne particles.

- Shape that will not collapse easily.
- High filtration efficiency.
- Good breathability, with expiratory valve.

- Quality compliant with standards for medical N-95 respirator: NIOSH N95, EN 149FFP2, or equivalent.
- Fluid resistance: Minimum 80 mmHg pressure based on ASTM F1862.ISO 22609 or equivalent.
- Quality compliant with standards for particulate respirator that can be worn with full-face shield.
- Three layered medical mask of non-woven material with nose piece, having filter efficiency of 99% for 3 micron particle size (ISI specifications or equivalent).

9.1.4.3 Gloves- Usage and Specifications:

- When a person touches an object/surface contaminated by COVID-19 infected person and then touches his own eyes, nose, or mouth he may get exposed to the virus. Although this is not thought to be a predominant mode of transmission, care should be exercised while handling objects or surface potentially contaminated by suspect/confirmed cases of COVID-19.
- Nitrile gloves are preferred over latex gloves because they resist chemicals including certain disinfectants such as chlorine. There is a high rate of allergies to latex and contact allergic dermatitis among health workers. However if nitrile gloves are not available, latex gloves can be used non powdered gloves are preferred to powdered gloves.
- Nitrile.
- Non-sterile.
- Powder free.
- Outer gloves preferably reach mid-forearm (minimum 280 total length)
- Different sizes (6.5 & 7)
- Quality compliant with the below standards, or equivalent.
 - a. EU standard directive 93/42/EEC Class I. EN 455
 - b. EU standard directive 89/686/EEC Category III EN 374
 - c. ANSI/SEC 105-2011
 - d. ASTM D6319-10

9.1.4.4 Coverall/Gowns- Usage and Specifications:

- Coverall/Gowns are designed to protect torso of healthcare providers from exposure to virus. Although coveralls typically provide 360-degree protection because they are designed to cover the whole body including back and lower legs and sometimes head and feet as well the design of medical/isolation gowns do not provide continuous whole body protection. (e.g., possible openings in the back, coverage to the mid-calf only)
- By using appropriate protective clothing, it is possible to create a barrier to eliminate or reduce contact and droplet exposure both known to transmit COVID-19, thus protecting healthcare workers working in close proximity (within 1 meter) of suspect/confirmed COVID-19 cases or their secretions.
- Coveralls and gowns are deemed equally acceptable as there is a lack of comparative evidence to show whether one is more effective than the other in reducing transmission to

health workers or frontline officers. Gowns are considerably easier to put on and for removal. An apron can also be worn over the gown for the entire time the health worker is in the treatment area. Coveralls/gowns have stringent standards that extend from preventing exposure to biologically contaminated solid particles to protecting from chemical hazards.

- Impermeable to blood and body fluids.
- Single use.
- Avoid culturally unacceptable colours e.g. black
- Light colours are preferable to better detect possible contamination.
- Thumb/finger loops to anchor sleeves in place.
- Quantity compliant with following standard (Meets or exceeds ISO 16603 class 3 exposure pressure or equivalent)

9.1.4.5 Shoe covers -Usage and Specifications

- Shoe covers should be made up of impermeable fabric to be used over shoes to facilitate personal protection and decontamination.
- Made up of the same fabric as of coverall.
- Should cover the entire shoe and reach above ankles.

9.1.4.6 Head covers - Usage and Specifications

- Coveralls usually cover the head.
- Those using gowns should use a head cover that covers the head and neck while providing clinical care for patients.
- Hair and hair extensions should fit inside the head cover.

9.1.4.7 Body Bags – Specifications:

1. Impermeable.
2. Leak proof.
3. Air sealed.
4. Double sealed.
5. Disposable.
6. Opaque.
7. White.
8. U shape with Zip.
9. 4/6 grips.
10. Size: 2.2 x 1.2 Mts.
11. Standards (ISO 16602:2007,ISO 16603:2004,ISO 16604:2004 andISO/DIS 22611:2003)

[\(Source: Guidelines and protocols No. 17013/17/2020-R dt: 2.5.20 of GOI, MHA\)](#)

9.1.5 Prophylactic dosage of Hydroxy-chloroquine (HCQ):

As per the advisory of the Ministry of Health & Family Welfare, GOI D.O.No.VIR/4/2020/ECD-I dt: 22.3.2020 the HCQ may be administered as prophylactic dosage to all asymptomatic health workers and other frontline police workers who are deployed in containment zone, hospitals and other Covid-19 related activities. However, those with retinopathy, Hypersensitivity to HCQ /4-aminoquinolinecompounds, G6PD deficiency, pre-existing cardiomyopathy and cardiac rhythm disorders shall not take this dosage.

The following is the recommended dosage:

Sl. No.	Category of personnel	Dosage
1	Asymptomatic household contacts	400 mg twice a day on Day 1, followed by 400 mg once weekly for next 3 weeks to be taken with meals
2	All asymptomatic healthcare workers involved in containment and treatment of COVID-19 and asymptomatic healthcare workers working in non-COVID hospitals/non-COVID areas of COVID hospitals/blocks. Asymptomatic frontline workers, such as surveillance workers deployed in containment zones and paramilitary/ Police personnel involved in COVID-19 related activities	400 mg twice a day on Day 1, followed by 400 mg once weekly for next 7 weeks to be taken with meals

Use of HCQ prophylaxis beyond 8 weeks

In clinical practice HCQ is commonly prescribed in a daily dose of 200 mg to 400 mg for treatment of diseases such as Rheumatoid Arthritis and Systemic Lupus Erythematosus for prolonged treatment periods with good tolerance, with available evidence for its safety and beneficial effect as a prophylactic drug against SARS-COV-2 during the earlier recommended 8 weeks period, the experts further recommended for its use beyond 8 weeks on weekly dosage with strict monitoring of clinical and ECG parameters which would also ensure that the therapy is given under supervision.

Monitoring:

- An ECG (with estimation of QT interval may be done before prescribing HCQ prophylaxis.
- An ECG should be done in case any new cardiovascular symptoms occurs (e.g., palpitations, chest pain syncope) during the course of prophylaxis.
- An ECG (with estimation of QT interval) may be done in those who are already on HCQ prophylaxis before continuing it beyond 8 weeks.
- One ECG should be done anytime during the course of prophylaxis.

Key considerations for HCQ Usage:

While following above recommendations, it should be noted that:

- The drug has to be given under strict medical supervision with an informed consent.
- The drug has to be given only on the prescription of a registered medical officer.

- Advised to consult with a physician for any adverse event or potential drug interaction before initiation of medication. The contraindications mentioned in the recommendations should strictly be followed.
- Health care workers and other frontline workers on HCQ should be advised to use PPE. Front line workers should use PPEs in accordance with the guidelines issued by MoHFW or by their respective organization (State of Telangana).
- They should be advised to consult their physician (within their hospital/surveillance team/ security organization) for any adverse event or potential drug interaction before initiation of medication. The prophylactic use of HCQ to be coupled with the pharmacovigilance for adverse drug reactions through self-reporting using the Pharmacovigilance Program of India (PvPI) helpline/app.
- If anyone becomes symptomatic while on prophylaxis, he/she should immediately contact the health facility get tested as per national guidelines and follow the standard treatment protocol. Apart from the symptoms of COVID-19 (fever, cough, breathing difficulty), if the person on chemoprophylaxis develops any other symptoms, he should immediately seek medical treatment from the prescribing medical practitioner.
- All asymptomatic contacts of laboratory confirmed cases should remain in home quarantine as per the National guidelines, even if they are on prophylactic therapy.
- Simultaneously, proof of concept and pharmacokinetics studies should be continued/ taken up expeditiously. Findings from these studies and other new evidence will guide any change further in their recommendation.
- They should follow all prescribed public health measures such as frequent washing of hands, respiratory etiquettes, keeping a distance of minimum 1 meter and use of Personal protective gear (wherever applicable).

[\(Source: Guidelines of Ministry of Health & Family Welfare, GOI D.O.No. VIR/4/2020/ECD-I dt: 22.3.2020\)](#)

9.2 Force Deployment:

During Pandemic Management, Police Force performs check post duties, patrolling and lock down enforcement. As lock down is likely to get extended even with some relaxation, it will be a challenge to the leadership to balance the morale of the staff, effectiveness of enforcement at the same time. Hence, there must be regular rotation of the staff among the duties of patrolling, check post duties and deployments at markets, hospitals etc., most importantly, force must be deployed in minimum two shifts so that they get sufficient rest. Weekly offs should be given to all police personnel for rest and recuperation.

Personnel and officers who have medical issues and are nearing retirement must not be deployed in crowded places, red zones and buffer zones.

9.3 Guidelines for discharge of professional duty:

9.3.1. Arrest:

- The police personnel proceeding to arrest should wear mask and gloves and also carry sanitizers.
- After informing the person of his arrest, the arrestee should be asked to wear mask and gloves.
- Arrestee may be turned away and handcuffed (wherever permitted) from behind to restrict movement. Conduct frisking. Prepare arrest/memo and intimate concerned.

- Seat the arrestee at one-meter distance from police personnel in the vehicle. Take the accused for medical examination. Conduct clinical exam and do temperature check in addition to routine check.
- Proceed to police station where the arrestee is to be taken directly to the lockup. Social distance to be ensured in lockup, in case there is more than one arrestee.
- The station vehicle to be disinfected. Police personnel who affect arrest will sanitize themselves.
- Investigation will be conducted by the designated officer in a ventilated interrogation room at two-meter distance. Investigating officer and the suspect/accused, shall wear mask and gloves.
- In the court the accused should be allowed to stand at an open place near the court room. He needs to be brought to the court hall only when production is required and to be taken out immediately after that.
- Lock up to be disinfected each time an accused is taken out.
- After transportation to jail, the station vehicle has to be disinfected again and the Police personnel shall cleanse themselves.
- Prisoner escort for routine remand extension may be strictly avoided and video-conferencing facility may be extensively used.
- For production of accused before magistrate, video conferencing may be used.
- During seizure of vehicles seat, steering wheel, door handle and gear etc., shall be disinfected. Windows shall be opened for ventilation.
- In case of two wheelers, the handle and seat shall be disinfected.



9.3.2 Protocols for Stopping & verification at Police barricades /vehicle checking:

These guidelines are to be followed in addition to the directions issued in previous paras, in connection with the checking of the vehicles.



- At the first place, vehicle should only be checked in order to reduce or prevent an accident. A vehicle can be stopped on hard intelligence.
- No routine checkup has to be carried out for document verification.
- All police personnel who come into direct contact with the vehicle, persons or documents, should wear proper safety equipment, such as mask, hand gloves, and they should also keep sanitizers.
- Intercept the vehicles a few meters away before from the check point and examine the person from safe distance.
- The Police personnel must avoid leaning inside the vehicle through windows of the vehicles.
- Minimize interaction during vehicle checking.
- The Police personnel should not over expose themselves, in any way.
- It is also avoidable that the police officers doing checking, engage in long conversations with the motorists, passengers etc.
- The vehicles seized during the time of checking should not be transferred to police stations before disinfection procedures.
- Collection of traffic fines may be online.
- Objective and clear criteria to identify those repeatedly involving in breach of lockdown and to take legal action.
- Emphasis should be on being cooperative and facilitating assistance.

9.3.3 Shifting of Accident Victims

Shifting of accident victim requires quick action. Apart from the above guidelines, the following instructions also should be carried out in accident rescue cases:

- In the case of shifting of accident victims the safety measures should be taken as prescribed in previous paragraphs. Use mask, gloves, protective equipments etc.
- No time should be wasted for the preparation of wearing protective equipment or collecting the gloves, mask etc.
- Use Trauma care equipments like spine board, stretchers and wheel chairs etc., for shifting the accident victim.
- To use only ambulance for shifting.

- The ambulance, equipments like spine board, stretchers, wheel chairs etc., should be disinfected after shifting the accident victim by the 104 staff or the police staff, if police ambulance was used.
- The wearing apparel of accident victim should be disposed in a proper way after medical assistance.

9.3.4 Preparation of Inquest Report during crime investigation of suspicious deaths

Preparation of Inquest Report takes 1 to 2 hours. Therefore the police officer who are involved in this duty have to spend minimum 2 hours at the venue of holding inquest. The following instructions also should be carried out:

- The witnesses present during inquest should be subject to thermal screening.
- The witnesses should also use PPE Kit as per the direction of health Staff. If it is not required use mask, gloves, proper wearing apparels etc.
- The investigation Kit Box and other equipments used for holding inquest should be disinfected after its use.
- During the inquest, if it is revealed that, the deceased has died due to any history of COVID-19 or contact with COVID-19 persons or visited any COVID affected area, the officer and witnesses present during the time of Inquest should undergo the mandatory quarantine.
- Police officer should request the health authorities to collect swab or samples from the dead body as per procedure
- Information should be given to the forensic surgeon to take proper protection in conducting postmortem examination, if the deceased has any history of COVID -19.

9.3.5 Protocols at the Police Stations:



PHYSICAL DISTANCING



GLASS CABIN AT RECEPTION CENTERS

- The entrance to the police station should be sanitized by using bleaching powder/sodium hypo-chloride/phenolic disinfectant on a daily basis.
- Hand washing facilities using soap/sanitizer shall be made available near the entrance of the police station and hand washing should be insisted before entering the police building.
- All indoor area should be mopped with disinfectant with 1% sodium hypochlorite or phenolic disinfectant.
- All contacting surfaces like door handle, telephone, printers etc. should be cleaned twice daily with a linen/absorbable cloth soaked in 1% hypo chloride. For metallic surfaces where bleach is not suitable sanitizer having 70 % alcoholic content can be used.

- Use of face mask should be insisted for the persons entering the premises of the police stations. All police officers in the police stations are to compulsorily use facemasks.
- Entry of the persons with symptoms of fever, cough, sneezing, throat infections and history of recent foreign travel or journey to hotspot/red zones need not be entertained in the police stations unless it is an emergency that too by following strict safely measures.
- The habit of submitting petitions online and giving priority to it should be encouraged so that visit to the police station by public for lodging complaint/petitions can be reduced.
- Recording the statement of the concerned can be made through video conferencing or video calls.
- Production of documents related to the petitions shall be insisted in soft form by email, WhatsApp etc., so that direct handing over of documents by the petitioner can be avoided.
- On-line platforms of video conferencing shall be used more for resolving the disputes, without calling the parties to the police station.
- Any person who visits a police station with a petition or is asked to come to a police station shall be disposed without giving him a chance to wait for a long time in the police station/ premises.
- Waiting area should be arranged in such a way so as to keep social distance among visitors.
- A safe distance should be observed by the police officer while talking to the petition parties and while recording their statements.
- Shaking hands and other physical contact should be compulsorily avoided.

9.3.6 Mode of Meetings – Video conference/ Zoom calls/Google Duo



Police/security personnel are being deployed at places like public roads, hospitals, quarantine facilities and workforce camps where they interact with public, who could be potentially affected by the virus. Therefore, to alleviate the probability of the virus being spread amid direct conferences, it is suggested to rely on video conferences. The 'Zoom' and 'Google Duo' applications which have been in use for a while for facilitating video conferences by police personnel should be sparingly used due to suspicion breach of data security. Multiple vulnerabilities have been reported in these applications which could allow an attacker to gain elevated privileges or obtain sensitive information on the targeted system. To the extent possible the video conferencing facility of National Informatics Center (NIC) should be used. The IT&C Wing should be entrusted with its maintenance and security.

9.3.6.1 Guidelines to be followed in a meeting room

- Meeting rooms should be cleaned at least three hours prior to the meeting.
- If contact surface is visibly dirty, it should be cleaned with soap and water prior to disinfection.
- Prior to cleaning, the staff should wear disposable rubber boots, gloves (heavy duty), and a triple layer mask.
- Start cleaning from cleaner areas and proceed towards dirtier areas.
- All indoor areas such as entrance lobbies, corridors and staircases, escalators, elevators and meeting rooms etc., should be mopped with a disinfectant with 1% sodium hypochlorite or phenolic disinfectants.



- Frequently touched areas like microphone, table tops, chair handles, pens, diary files, keyboards, mouse, mouse pad, tea/coffee dispensing machines etc.. should specially be cleaned.
- Objects and surfaces like batons, caps, helmets, vehicle door handles, mobile and landline phones etc., require frequent cleaning and disinfection
- For metallic surfaces like door handles, security locks, keys etc., 70% alcohol can be used to wipe down surfaces where the use of bleach is not suitable.
- Tables, chairs, cushion covers, mats etc., must be sterilized.
- Hand sanitizing stations should be installed in office premises (especially at the entry) and near high contact surfaces.
- In a meeting/conference/office room, if someone is coughing without following respiratory etiquettes or mask, the areas around his/her seat should be vacated and cleaned with 1% sodium hypochlorite.
- No tea or snacks should be supplied during the conference. Water if supplied, should be given in disposable cups.
- Carefully clean the equipment used in cleaning at the end of the cleaning process.

- Remove PPE discard in a disposable PPE in yellow disposable bag and wash hands with soap and water.
- All disposable PPE should be removed and discarded after cleaning activities are completed. Hands should be washed with soap and water immediately after each piece of PPE is removed, following completion of cleaning.

9.3.6.2 Guidelines for participants

- Boots/Shoes should be sanitized before entering the facility. Hands should be sanitized before entering conference room.
- Seating should be arranged in such a way that social distance policy is upheld.
- Exchange of pen and other materials should be discouraged. Do not remove masks while speaking.
- Handshakes must be discouraged.

9.4 Guidelines for handling public disorder:

9.4.1 Common prescriptions for Police officials during all law and order duties, during protests and marches

- Police personnel themselves should display social distancing while on duty, ideally they should stick to their positions and not loiter around aimlessly around protest areas, if the crowd is protesting peacefully.
- All Police personnel should ideally take a thorough bath and change clothes after a law and order duty and before mingling with others in the P.S or family members at homes.
- Police bus drivers, jeep drivers and vakra drivers should not allow unnecessary touching of their vehicles by others, they should disinfect the surfaces immediately after law and order duty.
- Supervisory officials should personally display and ensure exemplary social distancing and by wearing of PPE by all personnel on duty.

9.4.2 Handling Rallies

- Police personnel should wear PPE such as face masks and gloves. Police personnel should not physically touch any citizen. Instead they should use shields to gently nudge the marchers/protestors to be in their positions.
- Advance liaison with organizers should be done to make them prepare and comply with instructions.
- Issue notice to the organizers to ensure social distancing by the marchers/protestors.
- All marches should be in single or double file with a minimum of 2 meter distance between adjoining individual marchers/protestors. Flex boards if any held by the marchers should not be wider than 3 meters, if held in the front.
- Protest zone should be earmarked with a boundary along the road without obstructing the traffic. Individual positions should be marked with circles (O) in chalk by the organizers.

9.4.3 Handling Dharnas/Protests

Police has to deal with large gatherings of protestors, mainly at the central areas of the cities where, major Government offices like, Secretariat, Collectorates, Legislative Assembly,

Raj Bhavan and dharna chowk etc. are located. In order to ensure health protocol during COVID-19 pandemic and prevent spread of infections, police force has to follow certain standard operating procedures. The following are the steps to be taken in scenarios such as marches, stationary protests and unexpected mobs etc.

- All the protestors should be warned in advance about the threat of the spread of the virus.
- The protestor should be made aware and advised to follow social distancing.
- The police officers on duty must take all possible safety measures to prevent infection from the novel corona virus while performing their duty.
- All officers and men must use hand sanitizers, gloves and masks while dealing with riots, protests and demonstrations etc.,
- They should be given face-shields. All the anti-riot equipments such as helmets, lathies, shields, body protectors etc., must be disinfected before they are being used.
- They should perform their duty by maintaining social distancing (2 yards/6 feet).
- It is also important for the police administration to create awareness among their personnel through health lectures, advisories etc., about the use of personal protective gears while on duty especially while dealing with agitators.
- They may be taught to properly dispose the personal protective items after use.
- The senior officers must ensure that the officers and men under them strictly follow all the above safety standards while on duty.

9.4.3.1 Safety measures for the protesters:

- Police should issue clear and specific directions to the organizers regarding the use of personal safety measures to prevent the spread of novel corona virus disease. This exercise must be continuous using Public Address System.
- They must be asked to wear masks and gloves and move to the destination only by observing social distancing norms

9.4.3.2 Barricading and Blocking:



- The protestors may be stopped without physical contact with them. For this, sufficient number of barricades may be erected to prevent them from entering in offices/premises.

- All the blocking equipments such as barricades, ropes etc., must be sprayed with disinfectants before it is installed.
- The officers and men should use gloves, masks and sanitizers while handling these equipments.
- Disinfectants must also be sprayed before it is removed from the place after the protest.

9.4.3.3 Arrests and subject removal on field during protests

- Arrest and removal should not be resorted to as a matter of routine during a protest. Arrest should be made only in deserving cases.
- During arrest and removal of the protesters, the police officers must use personal protective gears like masks and gloves.
- They should also use hand sanitizers before and after touching the agitators. If the offence is bailable, bail may be granted at the spot, as far as possible. In non-bailable offences, the agitators may be produced before the Magistrate, as early as possible.
- The vehicle used to transport the accused persons should be disinfected before and after use.

9.4.4 Public Gatherings: SOPs for religious places, hotels, malls etc .

- Police personnel should not physically touch any citizen. Instead use shields to gently nudge the public to be in their positions during any majority gathering.
- Police should use mike announcement to ask/warn the mob of violating social distancing norms and legal action there for.
- Police should maintain a large circular boundary to enable protestors to stand freely in the center.
- If arrests are to be made, violent mobsters should be separately targeted, overpowered and arrested by separate squad of police officials who should be wearing fully covered PPE.
- Use of teargas/varun/vajra should be resorted to only in extreme circumstances as it may lead to haphazard running and lead to social contact.

The GOI, Ministry of Health & Family Welfare vide Memo F.No. Z. 28015/19/2020-EMR (Pt) dt: 4th June 2020 has issued certain instructions for following public places of outside containment zone and guidelines from time to time as per the evolving situation. The following are the certain SOPs issued for allowing activities w.e.f 8.6.2020. In pursuance of the above order, the Government of Telangana issued vide G.O.Ms.No. 75 dt: 4.6.2020.

The role of Police is to ensure that the provisions of the orders by State Government are strictly implemented.

Religious Places:

Religious places are the public places of worship for large number of people for spiritual, to prevent the spread of COVID-19 in addition to the generic measures, the following preventive measures may be put in place:

- Only asymptomatic persons should be allowed, the premises must be staggering of the visitors, shoes/footwear to be taken off inside their own vehicle, proper crowd management should be taken up in parking lots, touching of idols, statues and holy books shall not be permitted

- Avoid physical contact to each other while greeting each other.
- Choir or singing of groups shall not be allowed instead recorded devotional songs shall be played.

Hotels:

All hotels and other hospitality units must take suitable measures for avoiding the transmission of COVID-19 in addition to the generic measure following specific measures may be put in place:

- Only asymptomatic persons should be allowed.
- Deploy low manpower for ensuring social distance norms, the management of hotel shall be put in place the proper crowd management strategy in the entire premise.
- Number of people in the elevator should be restricted. Details of travel history medical condition along with ID proof and self declaration must be provided at the reception. Hotels must adopt contact less process like QR code, online forms and digital payments for both check in and checkout, luggage of the guest should be disinfected.

Restaurants:

It is important that the restaurants and other hospitality units take suitable measures to curb transmission of COVID-19, in addition to the generic measures may to be put in place:

- Only asymptomatic persons should be allowed.
- Staggering of patterns to be done. Proper crowd management techniques in passing out should be taken up.
- Seating arrangement capacity should not be more than 50 % restrict number of people in elevators and cleaning and regular disinfecting (use 1% sodium hypochlorite) of frequent touched surfaces, doorknobs and kitchens. Regularly disinfecting of kitchens and contactless mode digital payments should be taken up.

Malls:

- Only asymptomatic customers/visitors shall be allowed.
- Preferably separate entry and exists for visitors, workers and goods/supplies shall be organized.
- Use of escalator with one person on alternate steps may be encouraged.
- Effective and frequent sanitation within the premises shall be maintained with particular focus on washrooms, drinking and hand washing areas.
- Gaming arcades shall be closed.
- Children play areas inside shopping mall shall be closed.
- Cinema halls inside shopping malls shall remain closed.

9.4.5 VIP Bandobust / Chief Minister's Programmes:

9.4.5.1 Mobilization of force:

- Select Officers/Personnel below 45 years of age.
- Avoid Officers/Personnel having comorbid conditions.

9.4.5.2 Transportation:

- More number of vehicles may be mobilized by ensuring physical distance while transporting force.

9.4.5.3 Duty Allocation during VIP Bandobust:

- Select the COVID-19 vulnerable sectors and allot young officers/personnel in that sector.
- Posting of senior ASIs/HCs may be avoided.

9.4.5.4 Food, Accommodation and Briefing:

- Increase the number of places as far as possible to avoid close contacts. Have multiple briefing points.
- Supply masks, sanitizers and gloves to all officers on duty at the time of briefing.
- COVID precautions may be briefed during spot sessions.
- Briefing may be done in smaller groups.
- Keep exclusive medical team for police officers/personnel during bandobast.
- Pick up teams may use helmet and stone guards.
- Face shields may be provided to all personnel deployed on frisking duty.
- Avoid physical contacts with effective use of public addressing system.
- Provide fresh and hygiene food and supply drinking water at frequent intervals.

9.5 Guidelines for Sanitizing Police Stations:

9.5.1 Sanitizing Police Stations and Washrooms:

9.5.1.1 Cleaning and disinfecting furniture:

- Furniture is easy to clean by spraying a disinfectant or wiping the surface with an anti-microbial wipe.
- Doors, door handles etc., are to be sprayed with disinfectants.



- Select mild disinfectants or else the disinfectants could bleach or damage the surface of the furniture.
- Frequently touched areas like table tops and chair handles etc., should be specially cleaned.
- For metallic surfaces like door handles and security locks etc., 70% alcohol can be used to wipe the surfaces, where the use of bleach is not advisable.

9.5.1.2 Disinfecting indoor and outdoor spaces:

- Office spaces should be cleaned every evening or early in the morning before the rooms are occupied. The surface should be cleaned with soap and water prior to this disinfection process. Start cleaning from cleaner areas and proceed towards dirtier areas. The surfaces should be mopped with a disinfectant which can be a 1% sodium hypochlorite solution or a phenolic disinfectant.
- Hand sanitizers should be installed in office premises and near high contact surfaces.
- Clean the equipment used for cleaning at the end of cleaning process.
- The employees should clean the work area in front of them with a disinfecting wipe prior to use and sit one seat further away from others, if possible.
- The police personnel should maintain physical distancing (at least 2 yards/6 feet) among themselves.
- Adequate space should be maintained between chairs to reduce the risk of cross contamination.
- Remove all nonessential furniture and the rest should be cleaned so that it does not conceal or retain dirt or moisture within or around it.
- Frequently touched areas like table tops, chairs, handles, pens, case diary (CD) files, helmets, books, wireless sets and other electronic equipments should specially be cleaned.
- Any officers are sustained in containing zones
- Routine visitor's temporary passes will be suspended.
- Stagger office hours, lunch hours, coffee break for as far as feasible. Proper crowd management in the parking lots and outside the premises. Specific markings may be made with sufficient distance to manage the queue and ensure social distancing norms in the premises.
- For air-conditioning/ventilation concerned, the temperature of all air conditioning devices should be in range of 24-30°C, relative humidity should be in the range 40-70%, intake of fresh air should be as much as possible and cross ventilation should be adequate.

Measures to be taken on occurrence of case(s):

Despite taking the above measures, the occurrence of cases among the employees working in the office cannot be ruled out. The following measures will be taken in such circumstances:

When one or few person(s) who share a room/close office space is/are found to be suffering from symptoms suggestive of COVID-19:

- Place the ill person in a room or area where they are isolated from others at the workplace. Provide a mask/face cover till such time he/she is examined by a doctor and immediately inform the nearest medical facility (hospital/clinic) or call the state or district helpline.
- A risk assessment will be undertaken by the designated public health authority (district RRT/ treating physician) and accordingly further advice shall be made regarding management of case, his/her contacts and need for disinfection.
- The suspect case if reporting very mild symptoms on assessment by the health authorities would be placed under home isolation.
- Suspect case, if assessed by health authorities as moderate to severe will be treated as per health protocol in appropriate health facility.

- The rapid response team of the concerned district shall be requisitioned and will undertake the listing of contacts.
- The necessary actions for contact tracing and disinfection of work place will start once the report of the patient is received as positive. The report will be expedited for this purpose.

Closure of work place:

- If there are one or two cases reported, the disinfection procedure will be limited to places/ area visited by the patient in past 48 hrs. There is no need to close the entire office building/ halt work in other areas of the office and work can be resumed after disinfection as per laid down protocol.
- However, if there is largest outbreak, the building/block will have to be closed for 48 hours after thorough disinfection. All the staff will work from home, till the building/block is adequately disinfected and it is declared fit for re-occupation.

9.5.1.3 Cleaning Washrooms:

- Separate set of cleaning equipments must be used for toilets. 1% Sodium hypochlorite solution, detergent, soap etc., can be used for disinfecting.
- 70% alcohol can be used to wipe surfaces where the use of bleach is not suitable.
- To prevent cross contamination, dispose the cleaning material made of cloth in appropriate bags after cleaning and disinfecting. If possible, use a touch free bin to dispose such used bags.
- Disinfect all cleaning equipments before and after every use.
- Disinfect buckets and other containers by soaking in bleach solutions or rinse in hot water.
- All disposable personal protective equipment (PPE) should be removed and disposed after cleaning activities are complete.
- Hands should be washed with soap and water immediately after completion of cleaning procedure.

Areas	Agents / Toilet cleaner	Procedure
Toiletpot/ commode	Sodium Hypochlorite 1%/ detergent Soap powder / long handle angular brush	<ul style="list-style-type: none"> • Inside of toilet pot/commode: • Scrub with the recommended agents and the long handle angular brush. • Outside: clean with recommended agents; use a scrubber.
Lid/ commode	Nylon scrubber and soap powder/detergent 1% Sodium Hypochlorite	<ul style="list-style-type: none"> • Wet and scrub with soap powder and the nylon scrubber inside and outside. • Wipe with 1% Sodium Hypochlorite
Toilet floor	Soap powder /detergent and scrubbing brush/ nylon broom 1% Sodium Hypochlorite	<ul style="list-style-type: none"> • Scrub floor with soap powder and the scrubbing brush • Wash with water • Use sodium hypochlorite 1% dilution

Sink	Soap powder / detergent and nylon scrubber 1% Sodium Hypochlorite	<ul style="list-style-type: none"> Scrub with the nylon scrubber. Wipe with 1% sodium hypochlorite
Showers area/Taps and fittings	Warm water Detergent powder Nylon Scrubber 1% Sodium Hypochlorite/70% alcohol	<ul style="list-style-type: none"> Thoroughly scrub the floors/tiles with warm water and detergent Wipe over taps and fittings with a damp cloth and detergent. Care should be taken to clean the underside of taps and fittings. Wipe with 1% sodium hypochlorite 70% alcohol
Soap dispensers	Detergent and water	<ul style="list-style-type: none"> Should be cleaned daily with detergent and water and dried.

9.5.2 Disinfecting equipments in Police Station:

Police are the frontline workers discharging duties to implement lockdown orders and government guidelines to control the spread of disease. Since the police personnel interact with the public on a daily basis, they are likely to be more vulnerable to the Corona Virus Disease (COVID 19). They should take all precautions to disinfect the physical environment at the place of duty. Hence, the police station and the electronic equipments need to be disinfected as they are constantly on use.

To accomplish the above task, disinfectants are used which include chemical agents that inactivates or destroys disease causing micro-organisms.

COVID 19 is an acute respiratory disease caused by a Novel Corona Virus transmitted in most instances through respiratory droplets, direct contact with infected patients and also through contaminated surfaces or objects. Since the virus survives on environmental surfaces for a long period of time, it needs to be inactivated by chemical disinfectants.

In view of the above, for effective the disinfection process, the following guidelines are to be followed.

9.5.2.1 Common procedure for disinfecting:

- Wash hands and wear gloves prior to cleaning contaminated areas.
- Wear personal protective equipments (masks, gloves, rubber boots if required.)
- Personal protective equipments should be changed if torn or soiled. If reusable follow the disinfection protocol.



- Apply sanitizing solution on a cotton cloth and clean all surfaces of the objects. All indoor areas such as entrance, corridors, staircases, office rooms and toilets should be mopped with disinfectant which can be a 1 % hypochlorite solution or a phenolic disinfectant.
- After cleaning, properly dispose the cloth. If reusable, wash, disinfect and dry in sunlight.
- Sanitary workers should wear disposable protective gloves while cleaning toilets.
- Wash hands after cleaning is completed.

9.5.2.2 Disinfecting Electronic devices:

Common Electronic devices found in police stations include

- Wireless Equipments.
- Computer.
- Printer.
- Modem.
- Surveillance system.
- Telephone.
- Photocopier.
- Video Camera.
- Miscellaneous items

9.5.2.3 Common ways to disinfect the Electronic devices:



Disconnect the devices from power supply or remove the batteries of the devices.



Remove the case or covers of the devices.



Wet a cloth with sanitizing solution.



Wipe the devices and cord thoroughly



Use a cotton swab with the sanitizing solution which can access the grooves and all around the buttons.

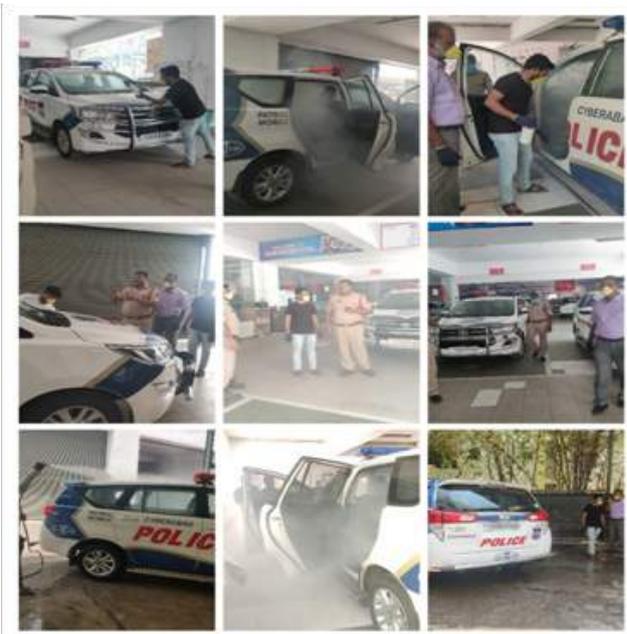
9.5.2.4 Dos and Don'ts

- Make sure the device is dry before reconnection and plug in.
- Use a lint free cloth such as a screen wipe or a cloth made from micro fiber.
- Avoid excessive wiping and submerged items in cleanser to avoid damage.
- Do not use aerosol sprays, bleach or abrasive cleaners.
- Ensure that moisture does not get in to any openings.
- Never spray cleaner or water directly on devices.
- Check the manufacturer's hand book or product hand book before cleaning the electronic devices.
- Equipments like telephone, printers, scanners and other office machines should be cleaned twice daily by moping with a linen or absorbable cloth soaked in 1% sodium hypochlorite solution.
- In case of computer keyboards, spray the keyboard with canned air to remove any leftover crumbs or dust. Dampen (wet lightly) a cotton swab in an alcohol based sanitizer.
- Do not over saturate the swab to prevent moisture from getting retained in between the keys. Swab each key using a light circular motion.
- Do a spot test first to ensure that the alcohol does not remove any lettering. Dry the keys using a micro fiber cloth.
- Do not replace any batteries or switch on the power until the keys are completely dry. Apart from the electronic devices, other accessories like plug points, electrical switches and miscellaneous devices shall be subjected to the disinfection procedure, as detailed above.
- Wipe with Clorox disinfectant or a disinfectant containing 70% alcohol gently and carefully on hard nonporous surface of the item. This includes the display, keyboard, mouse and the exterior surface of the item. If you have concerns about the cleaning products being used refer to the manufacturer's recommendations product hand book or warning labels.
- Do not use fabric or leather surfaces on items as this can scratch or damage the items.
- Do not use bleach to disinfect computers and electronic devices.
- If the device has a screen protector, that does not have a coating, ideally use an isopropyl alcohol - water mixture with a micro fiber cloth.
- Non essential personal visits should be discouraged.

9.6 Guidelines for disinfecting Police vehicles:



WASH THE VEHICLE DAILY USING SOAPS/
DETERGENTS



DISINFECTION BATH

9.7 Training and Capacity building:

All the staff must be trained through Video Conference or VHF conference about

- Various guidelines issued from time to time by the Government.
- Standard Operating Procedures for various aspects of COVID-19 policing and management
- Importance of personal hygiene and mandatory use of mask and Cleaning of hands

Videos and presentation released by the Government regarding Covid-19 must be circulated to all the staff without fail. Content of all such media must be explained during training sessions.

Proper training of staff also instills confidence among the staff that they are prepared and by taking safety measures they can not only take care of themselves, but also render appropriate and meaningful support to other departments in COVID-19 management.

COVID crisis should be used as an opportunity to build capacities in use of technology for contact tracing, data crunching and analyses, to impart soft skills to police personnel to deal with public during lockdown, minimal use of force etc.

Online platforms, webinars and podcasts shall be explored to impart training to personnel at cutting edge level.

A pocket book on Do's and Don'ts of COVID policing may be issued to bring role clarity.

9.8 Other Departments - Guidelines on functioning

Offices of the Government of India, its Autonomous/Subordinate Offices remained open as per MHA's guidelines dated 24th March 2020, as mentioned below:

- Defense, Central Armed Police Forces, Health and Family Welfare, Disaster management and Early Warning Agencies (IMD, INCOIS, SASE and National Center of Seismology, CWC),

National Informatics Center (NIC), Food Corporation of India (FCI), NCC, Nehru Yuva Kendras (NYKs) and Customs functioned without any restriction.

- Other Ministries and Departments, and offices under their control were to function with 10% attendance of Deputy Secretary and levels above that remaining officers and staff attend up to 33% as per requirement.
- Offices of the State/Union Territory Governments, their autonomous bodies and local governments will remained open as mentioned below:
 - Police, home guards, civil defense, fire and emergency services, disaster management, prisons and municipal service functioned without any restrictions.
- All other Departments of State/ UT Governments worked with restricted staff. Group 'A' and 'B' officers attended as required. Group 'C' and levels below that shall attend upto 33% of strength as per requirement to ensure social distancing. However, deliveries of public services were ensured and necessary staff was deployed for such purpose.
- District administration and Treasury (including field offices of the Accountant General) functioned with restricted staff. However, delivery of public services ensured, and necessary staff was deployed for such purpose.
- **Forest offices:** Staff/workers required operating and maintaining zoo, nurseries, wildlife, fire-fighting in forests, watering plantations, patrolling and their necessary transport movement.
- In Telangana state, DGP Telangana has issued instructions vide Memo No.133/ME-1/20 dt: 19.3.2020 to the ministerial staff, including outsourcing staff and Home guards attached to sections of Chief Office to work on alternate working days on rotation basis to ensure that physical contact among the staff is minimized to the extent possible.
- In the G.O Ms. No. 64 dt: 7.5.2020, the Govt. of Telangana issued instructions that the private offices including IT & ITES can operate with up to 33% strength in red zones including GHMC area with the remaining persons working from home. However, they can operate fully in orange and green zones. In red zones all the Government offices functioned with officers of the level of Deputy Secretary and above to the extent of 100% strength. The remaining staff attended upto 33% as per requirement. However, in orange and green zone, they functioned with full strength. Further, in G.O.Ms 68 dt: 18.5.20, the instructions were issued that all the private and Government offices shall function without any restrictions by following SOP.

[\[Source: 40-3/2020-DMI\(A\) MHA, GOI dt: 15.4.20,24.3.20&G.O.Ms.No.45-46 dt: 23.3.20 Govt. of TS\]](#)

10 Sop For Station House Management And All The Functional Verticals In The Police Station

10.1 SOP for Station House Management in view of COVID-19:

In view of COVID's rapid and unprecedented nature of spreading among the mankind, the police have to be very cautious and dynamic in taking precautions and preventive measures in their geographical and operational areas of functioning, initially to protect the health and well being of their personnel and further to enhance their abilities towards efforts to fight against the spread of the COVID 19 in the communities.

As such the following modifications, safety measures and precautions are felt appropriate to regulate the access of the people approaching for various services and to keep the mechanism and process in accordance with the norms to be observed, in order to contain and mitigate the spread of the virus at police stations and among the personnel delivering the services at various levels and different situations.

10.1.1 Station House Management and Administration during a Pandemic:

Hygiene and Sanitization in the Premises:-

- The SHO should make additional arrangements and provide facilities in the reception area of the police station to accommodate interact and serve all the visitors and ensure that visitors need not go beyond the specified area of the police station for all the works relevant and required to them.
- Ensure that the outside and inside areas of the police station are always maintained clean and tidy in coordination with the municipality and police staff.
- Ensure that sufficient sanitizers, masks, gloves, face shields, and PPE kits are available in the police station.
- The SHO should ensure availability of appropriate facilities and sufficient logistics like furniture, drinking water, sanitizers, soaps and water in the premises to facilitate the visitors.
- Take all measures for the disinfection process of patrol cars, blue colts and other regular vehicles of the staff.
- Identify and specify a place for the vehicles seized during COVID-19 enforcement duties and should invariably follow the prescribed process for seizure and release of them at the place specified.
- The logistics, purchases or supplies received at the police station should be sanitized and measures to be taken for decontamination.

10.1.2 Streamlining and Maintenance at the Entrance of the Police Station

- The "entrance" of the police station should be guarded by a Watch PC to streamline the entries into the police station and to ensure that proper hygiene and precautionary measures are being taken by the visitors i.e. victims/complainants/visitors prior to their entry into the police station premises.

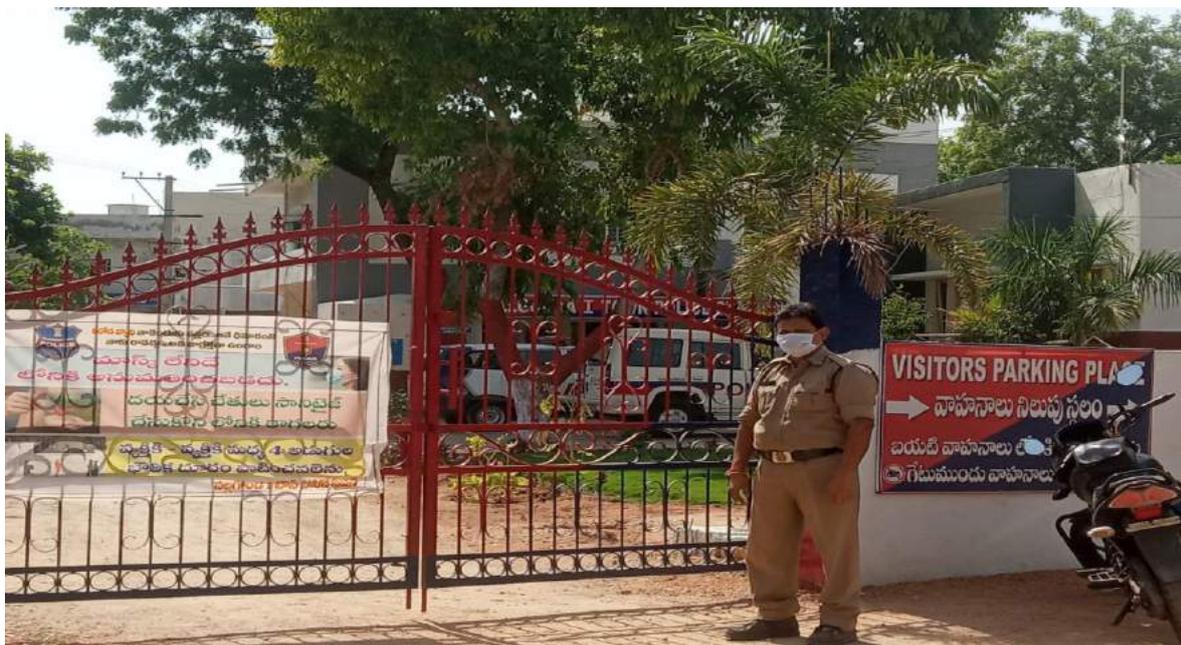
- Instructions to the visitors should be displayed at the entrance for making them aware that only people in need will be allowed inside after taking all required precautionary measures in view of COVID-19, and entry for other people with non-essential purpose is not permitted.
- Only elder persons, women and other vulnerable persons will be allowed to have a person to accompany them.

Duties and responsibilities of watch PC at the entrance:-

- He should wear the following protection equipment: Face shield, masks, gloves and goggles.
- People in groups should not be allowed.
- Allow only those people who have come for getting services and assisting police.
- He should verify the visitor’s temperature through thermal screening and carefully observe whether they have any symptoms of COVID-19.
- He should ensure that every visitor cleans his hands with soap and water and wears a mask.
- Allow only asymptomatic people after proper verification and sanitization.
- Do not allow people from containment zones, their needs may be addressed through phone.

The following arrangements should be made at the entrance:-

- Arrangements to regulate and control the access at the entrance.
- Displaying the banners with appropriate instructions and information regarding the entry, precautions, preventive measures and services being provided to the visitors.
- Water, soap, sanitizer, thermal scanner and washing area.
- Visible and clear sign boards to guide the visitors.
- Two separate banners should be displayed at the entrance.
 - Specifying the precaution and safety measures to be followed in view of COVID 19 and
 - The details of online services that are being provided by the police.



10.1.3 Reception/ Public Facility Area

- Make additional arrangements and provide facilities in the reception area of the police station to accommodate interact and serve all the visitors and ensure that visitors need not go beyond the specified area of the police station for all the works relevant and required to them.
- Take all possible steps and see that this area is well furnished and maintained with clear sign boards and seating arrangements in order to accommodate the visitors as well as to provide services by the reception officer, Investigating Officers (IOs) and other officers duly following all precautionary measures that required to contain and mitigate the spread of COVID – 19 and not allow the visitors go beyond this area.
- While arranging the seating system, in order to maintain physical distance, place natural things (plants, flower pots) and other things as barriers to obstruct the close proximity and to avoid physical contact while providing and taking services.
- Frequent sanitization should be done.
- Wherever there is no necessity of immediate and emergency response, advice the complainant/victims and other citizens to forward the documents to concerned officers through email/Whats App.
- The material objects should be accepted with due diligent care and caution by wearing gloves.
- The SHO should ensure that the SOP prepared for the services of the Reception Officer should invariably followed in taking complaints, recording statements etc.,



VISITORS WAITING AREA

10.1.3.1: Contact-lens crime reporting system:

The following information and details should be displayed for the benefit of the visitors and to reduce their unnecessary visits to the Police Station.

Online reporting system:-

- Users can login and download First Information Report (FIRs), raise complaints/service requests and know its processing status through www.telanganapolice.gov.in. Police Stations/police offices should promote the use of Citizen portal so that physical visits to police stations/police offices can be minimised.

Meeseva services:-

1. NOC letters.
2. Issuance of certificates.
3. Permission for event bandobust.
4. Missing/ lost documents.
5. Arms licence.
6. Police challan payments.

Hawkeye Services:-

1. Lodging petitions.
 2. Police clearance certificate.
 3. Passport verification status.
 4. Unclaimed vehicle information.
 5. FIR details.
 6. SHE teams.
- All complaints, suggestions, information, etc., will be raised through social media if necessary i.e. Facebook, Twitter, WhatsApp, PS official mail ID of respective police station.
 - Expand police force's response to Dial – 100.
 - Display the phone numbers of respective offices to avoid physical contact and as well as non emergency services i.e. SHO, DI, DSI, Admin SI, Sector SIs, Receptionist, CDO, Station Writer, E-cops Operator.

10.1.4 Maintenance of Lock up area and dealing with the suspects/accused:

- In view of COVID- 19 pandemic, no suspect/accused of the cases of trivial nature, non-grave cases and unimportant and non compelling for detention (even in cognizable and non bailable cases) should be detained, arrested and brought to the police station for any other purposes, instead follow the due procedure laid down in Sec 41 (a) Cr.P.C

The SHO should take additional and necessary measures in the area specified for detaining and interrogation of suspects/accused with all proper precautions in view of COVID-19 pandemic, such as

- Specify the area for preservation of articles, belongings of suspect/accused by disinfecting them through sanitization.
- Frequently get sanitized the lock-up and interrogation room to maintain clean and hygiene.
- Whenever an accused/suspect is arrested, his temperature, symptoms and health condition should be checked and recorded frequently, apart from taking the details of the persons infected in his residential area or among his relatives, if any.
- Provide him with nutritious food and adequate potable water.
- Strictly follow the SOPs for arrest and escort.

10.1.5 Roll Call/Assembly Area

- The SHO should identify a separate area for Rolls Calls/meetings with staff.
- This area will be sanitized before and after meetings.
- Maintain 6 feet distance among the participants seating arrangements
- Wherever physical presence of the staff is not required, WhatsApp, SMS, and other E Flat forms should be used extensively to circulate and pass on time to time instructions and guidelines.

10.1.6 Administration and Man Management

- The SHO should regularly interact with the staff of the police station both off and on line, review their health conditions, inform and educate them about the latest developments and measures required to take in order to keep them safe from the infection of COVID 19, while discharging their duties.
- He should closely watch, track and attend to the medical requirements of the staff, whoever engaged in the duties related to the COVID 19 suspects and patients (tracing, tracking and surveillance on COVID 19 suspects, bandobust at quarantine centre and hospitals, registration and transportation of migrant labour etc), by regularly informing and taking instructions from the superior officers.



Apart from the above:-

- The moment staff enters the police station to attend their shift duties their temperature, health status and relevant information should be entered in the prescribed proforma and maintained to track and monitor.
- Multivitamin and protein supplements should be provided to police personnel to strengthen their immunity system.
- The SHO should coordinate with the local health department personnel for getting immediate assistance to the health issues of police personnel.
- Frequent awareness sessions should be conducted to improve the knowledge on latest developments of COVID-19. Periodical reviews should be conducted to improve maintenance.
- Use technical gadgets rather than his physical presence wherever possible.
- The services of the police personnel aged above 50 years/pregnant women police officers are to be utilised in the medical risk free areas of the police station to the possible extent.
- Every police officer should be educated and trained on the SOPs issued by the Telangana State Police on 3rd April 2020 about the precautions to be taken and the protocols and guidelines issued for the usage of PPE by the Government of India (supplied to every Police Station in English and Telugu).
- **E-Tappals/Correspondences:-** Paper based tappal systems should be restricted to the minimum extent and should not be used unless there is no provision for e-mail or any other form of online communication. Service of a large number of police personnel are being used for messenger or tappal duties, which needs to be avoided. All the communication should be done through official email and other such applications at the disposal of the police officers.

Apart from the above, a regular review should be done duly including the entire staff of the PS to identify the lacunas, gaps and missing links and take up new measures to improve the health and safety measures for providing a better working environment to the staff.

10.2. Specific SOPs for Police Station Functional Verticals In-Charges:

10.2.1 SHO Vertical:

- Send Health DSR to SP Camp daily morning without fail.
- The practice of maintaining personal hygiene by police officers and to keep the Police station premises/vehicles by disinfecting with sanitizers daily have to be continued for more than a year until further orders.
- Enquire about health during Roll-Call.
- Ensuring of Thermal Scanning, hand wash and use of sanitizers at the entrance of police station for visitors as well as police officers by arranging sufficient water, soaps and sanitizers.
- Fogging of police station and premises once in a week with the aid of municipality.
- Provision of energy boosters i.e citric fruits, B-complex tablets and homeopathic medicines, biscuits to the staff regularly.
- All persons in charge of work places should ensure social distancing and personal hygiene such as wearing face mask, gloves and frequent sanitizing. Encourage continuous practice.
- While affecting the arrest of accused physical distance is to be maintained duly by covering their face with mask and ensuring social distance and also while escorting him for medical examination and producing before the Magistrate for judicial remand. Maintain adequate distance in vehicle.
- Similar measures may be taken while sending the victims/injured persons to the hospital for medical examination.
- All police officers in the police station should be advised to download Aarogya Setu app in their mobile phones as recommended by MHA.
- Protection of vulnerable police officers. The older employees above the age of 55 years/with comorbidity conditions should not be deployed in field duties where there is direct contact with public. They should be granted leave liberally in case of ill health. Any police officer complaining of ill health such as flu like symptoms, fever, cough and sneezing should be advised to consult medical officer and stay at home after informing the P.S in charge officer.
- All the government and personal vehicles to be disinfected twice a day.
- Depute one responsible officer to disinfect all the items, surfaces, door, window knobs and computers etc., which are touched by the police officers and visitors frequently.
- To take care of police officers families at home by isolating themselves from family and children while returning from duties. It is advised to wash their uniform with detergents, take a bath with dettol mixed warm water at home.
- Do not allow visitors and unknown persons at home to the extent possible.
- Police officers shall avoid attending functions/rituals or any gathering for few days until further orders.
- Advised to dispose used masks and tissues into closed dust bins immediately after use.
- Establish non-contact system at Police Stations, Circle and Sub-Divisional offices.

- Pedestal sanitizing facility shall be arranged.
- To maintain a safe distance from persons during interaction especially with the persons having flu like symptoms.
- It is advised that the police officers to cough and sneeze into the inner side of elbow by maintaining a distance of 6 feet. Avoid touching of eyes, nose and mouth without washing and sanitizing the hands properly. Finger nails should be short and clean.
- It is advised to reduce the number of custodial arrests and bringing of suspect to police stations.
- While arresting a person in unavoidable circumstances, it is advised to disinfect the hand cuff, leading chains and adhere social distancing.
- Providing of PPE kits to the officers who are in direct contact with COVID suspected persons staying in red zone and containment clusters.

10.2.2 Reception Vertical:

- Keep a table and chair outside to screen petitioners.
- The reception counter should be covered with fiber sheets (cabin) to avoid close contact between receptionist and petitioner. With a provision of small gap at the bottom of the fiber sheet for taking complaint from the petitioners.
- Reception staff should wear face masks, gloves and sanitize every half an hour.
- Ensure that each and every petitioner washes his/her hands and uses sanitizers before entering the police station premises.
- Arrange visitors lounge with a minimum distance of 6 feet from the reception counter and ensure the visitors maintain social distancing while sitting in the lounge.
- Disinfect mobile phones, computer and key boards belonging to reception officer.
- The petitions/documents received by the reception officer should be disinfected to a possible extent.
- The reception officer should conduct thermal screening of the petitioners before receiving any petition.
- Do not allow unimportant or non-essential visitors in the police station visitor's lounge.
- Arrange minimum sitting arrangements by maintain social distancing.

10.2.3 Court Duty Officers (CDO) Vertical:

- The Court Duty officers should wear face shield/ masks, gloves while attending courts.
- The CDOs should instruct the witnesses/accused persons attending the court to wash their hands and use sanitizers before entering in the court hall.
- It is advised with CDOs to serve the summons to witness on whatsapp to a possible extent are inform over mobile phone if whatsapp is not available.
- Avoid unnecessary interaction and maintain social distance with witnesses while briefing and producing them before the court for evidence.
- Physical arrest of accused to be avoided in unimportant or non grave cases. Serving of notice U/S 41-A Cr.P.C. is to be encouraged in all fit cases.

- The Court C.D files to be disinfected which are used during trial.
- Avoid Saturday CDO weekly meetings the extent possible until further order.

10.2.4 B.Cs and Patrol Car Officers Vertical:

- The Patrol car and Blue colt staff should wash and disinfect the vehicles every day.
- To wear face mask/gloves while on duty. Carry sanitizers in vehicles in order to use it from time to time.
- Don't allow other persons to sit in the vehicles except in medical emergencies.
- It is advised to use public address system, bell healers while addressing the public by sitting in the patrol car itself. Avoid physical interaction.
- The Patrol car/BC vertical officers should possess PPE and to wear it when needed to interact with covid-19 suspect if needed in red and containment zones.
- Disposal of enquiries and petitions at the spot, avoid bringing of public to police stations especially 100 dial calls by the blue colts.
- During the time of protest, Dharnas and Rasta Rokos where there is huge gathering of public on the roads, the BCs and Patrol car officers should be well equipped with PPEs, face shields etc., to attend such gatherings. Always carry public address system while handling such.

10.2.5. M.C Vertical officers:

To wear face mask/gloves and use of sanitizers while proceeding to various hospitals for medical reports.

- While going to FSL Hyderabad for depositing/receiving case properties carry pocket sanitizers for cleaning the hands before and after depositing the material objects.
- Take measures while handover of the MCs and material objects brought from FSL to IOs/PS.

10.2.6 Traffic Vertical Officers:

- To wear face shield, mask/gloves and use of goggles while performing traffic duties on roads.
- The traffic watch incharge should instruct the public to wash hands and use sanitizers before entering in the police station for getting their vehicles and avoid unnecessary gathering. The seized vehicle should be disinfected immediately.
- The vehicle checking team and vehicle seizing team should carry pocket sanitizers and wash the hands after touching vehicles/vehicle keys and vehicle documents.
- Disinfect the seized vehicle before taking in custody.
- Maintain social distance with public on roads.
- Using of public address system/bell healers/mikes by traffic officers while addressing the public instead of going nearer to them.
- Conduct drunken driving checking by wearing face shields/masks and gloves, if necessary PPE kits by maintain social distancing. (Currently everyone is instructed not to conduct Drunken Driving test until further orders).

- Use straw/pipe attaches to breathe analyzer once to every single person and throw the used straw/pipe in a closed dust bin.
- Keep drinking warm water and consume citrus fruits.

10.2.7 DPO,DCRB, SB and Other Wings:

- All areas in the premises shall be disinfected completely using disinfectant.
- Fogging of DPO premises to be ensured twice in a week.
- All vehicles entering into the premises should be disinfected by spray mandatorily.
- Thermal Screening of everyone entering and exiting the work place to be done.
- Mandatory wearing of face masks by DPO and other unit staff at their work places. Maintenance of social distance while sitting in their respective offices.
- Pedestal sanitizer facility to be fixed one at visitors lounge near entrance of DPO building with availability of soap/detergents for washing hands by the visiting police officers and public.
- Unauthorized persons strictly banned from entering in the premises of DPO and other units.
- Providing of immunity boosters such as sweet lime, vitamin C tablets to all the officers working in DPO and other units.
- Avoid unauthorized gathering inside and outside of the DPO main gate.
- Keep warm water.

10.3 District Armed Reserve (DAR)/Home Guards:

(Scale may vary depending on size of the units)

10.3.1 Main Gate Duty

- Every day, (2) AR/Home Guard officers perform following duties by wearing face masks and hand gloves.
- To check the visitors/police officers entering into District Police Office (DPO) or Commissioner of Police Office (CPO) allow only persons with face masks. No mask- No entry.
- Ensuring washing of hands with soap and sanitizers by the visitors for 20 seconds and instruct them to sit in visitors lounge after entering their names and purpose of visiting.

10.3.2 Fatigue Party

- Every day on an average (10) HGs and (5) WHGs perform the duties by wearing face masks and hand gloves in district head quarters.
- Cleaning headquarters premises twice in a day with soap and detergents.
- Assisting in packaging of sanitizer kits (Sanitizers, soaps, face masks and gloves) and fruits to be distributed to various police stations.
- Assisting in distribution of Health kits, fruits to various police stations.

10.3.3 Motor Transport (M.T) Office-

- Daily morning and evening cleaning of M.T Office by the HGs with Sanitizer.

Reference Hand Book for Covid-19 Policing -----

- Kept the water and soap in front of M.T Office for hand wash.
- Sanitize hands of whoever enters the office.
- Compulsory wearing of mask by whoever entering the office.

10.3.4. M.T Park and Garage

- The police vehicles should be washed twice a day as a safety and precautionary measure.
- The vehicles should be neat and clean at any point in time.
- Upload the photos of washing vehicles to the M.T Wing WhatsApp group as a proof with date and time. MTO must check daily.
- Park in-charge of M.T Section is directed to closely monitor this issue from this wing.
- Maintaining the minimum 06 feet distance with drivers to discuss their problems.
- Educating the drivers to follow the instructions which are issued by the Superiors to precautions from COVID-19.
- Carry hot water in the vehicle.
- A separate WhatsApp group may be created with all the drivers and M.T.O for sharing the information.

10.3.5 Guard Duty

- Use hand gloves.
- Wear Face mask/ shield.
- Keep sanitizers and use it frequently.
- Don't call any person for chit chatting while on duty.

10.3.6 Check post/ Picket duty

- Wear face masks/shield and gloves.
- Sanitize hands for 20 seconds in every 2 hours.
- Maintaining 6 feet distance while checking vehicles and interacting with the public.

10.3.7 Quarantine Centers Duties

- Wear Gloves.
- Face shield.
- If necessary, use PPE kits etc.,

They unit officers shall be providing them with good accommodation with illumination, Air, Water and coolers facilities.

10.3.8 PSO Duties

- Wear masks, gloves and goggles.
- Carry the Sanitizer kit.
- Maintain social distance with protectee and others

- Guide the protectee's vehicle driver to wash vehicle twice in a day with sanitizing liquids
- Guide the office boy to sanitize protectee's office/residence and PSOs restroom every day

10.3.9 B.D. Team Personnel

- Wearing the masks, Gloves and face protector.
- Sanitizing B.D. Equipments every day.
- Maintain Social Distancing.
- After completion of B.D. duties, officers should wash their hands with soap, and sanitizing B.D equipments.

11 Sop For Tssp Personnel

As the lockdown period which was extended is near to completion, it is necessary to take certain precautionary measures to prevent and contain the spread of COVID-19 in the battalions and the duty locations of TSSP Personnel. It is essential to change the ways we use our spaces to work, live etc. The recommendations submitted by the Commandants on the subject have been taken into consideration and an SOP is formulated considering all the contingencies likely to arise post lockdown.

11.1. Guidelines for Battalion officers (Commandants, Addl. Commandants, Asst. Commandants, UMOS / LMOS, Reserve Inspectors)

- Thermal Scanning at all work places should be placed. If anyone showing symptoms as fever or flu should be isolated immediately. They should be sent to unit doctors immediately for further investigation. The unit doctors shall prepare a draft questionnaire for investigating such individuals after placing them in a separate facility in the unit hospital. The unit doctors shall decide based on the condition and symptoms of the individual whether to send the person for testing or self-quarantine. Any decision by the unit doctor shall be taken in a cautious manner and not in a casual manner.
- Evaluate Battalion premises, all the offices, indoor areas, buildings within the Battalion, places of deployment and accommodation provided at outposts to determine what kinds of surfaces and materials make up that area.

Categorize the areas into two as:

1. Normal Routine Cleaning
2. Cleaning and then disinfecting

Identify the surfaces and objects that will just need normal routine cleaning. Frequently touched surfaces and objects will need to be cleaned and then disinfected to further reduce the risk of germs on surfaces and objects. Each office/room/area will have different surfaces and objects that are frequently touched by multiple people. It is required to appropriately disinfect these surfaces and objects.

- Office spaces including conference rooms should be cleaned every evening after office hours or early in the morning before the rooms are occupied. Prior to cleaning, the worker should wear disposable rubber boots, gloves and a triple layer mask.
- Hand washing and sanitizing stations should be installed in office premises (especially at the entry) and near high contact surfaces.
- The seating arrangements should be reviewed at all places and ensure that a minimum of 6 ft distance is maintained between each individual.
- Physical distancing of minimum 6 ft should be maintained at all gatherings like Roll Calls, Short-Meetings, Canteens, mess, Grocery Store etc., in the Battalion.

- The Unit Officers should develop an entry protocol for everyone who enters into Battalion Campus. A hand washing and sanitizing station should be installed at the entrance gates. The entry protocol should be drafted with proper care and uniformly applied to all the people entering inside the Battalion campus. It should be ensured that the entry protocol should not cause much inconvenience to the families residing inside the battalion campus, provided that the safety precautions that are required are not compromised. In addition, an entry protocol should be prepared for individual coming to visit offices on various works.
- All employees should consider cleaning their work area in front of them with a disinfecting wipe prior to use and sit one seat further away from others, if possible.
- All the employees should be repeatedly educated with the respiratory etiquette (i.e., while coughing, sneezing etc)
- All the employees should be repeatedly educated with the hand washing technique.
- All the Office correspondences should be done digitally and Dak/Tappal receipt points should be equipped with ultra violet scanners. The ultra violet scanners should be used at all places like Mess, Cooking area, purchased items from outside.
- The Bio-Metric system of entry wherever in use should be kept in abeyance for the time being.
- Commandants concerned shall ensure that sufficient space and hygienic living conditions are provided at deployment places if not, they shall approach concerned authority for the same and shall report any deviations of the same to TSSP HO without fail. An officer of and above Asst. Commandant should review the accommodation places at deployments in terms of spacing with regard to social distancing and sanitation measures.
- Infrared thermometers can be used at the entrances with a register to record the temperatures. The Guards should wear gloves, masks, and face mask for recording temperature.
- The OCs should ensure that the men under their command are maintaining personal hygiene at their respective duty locations. The frequently touched surfaces/objects should be sanitized regularly.
- The Cooking Staff, Dhobis and barbers should be provided with proper protective equipment like Hand Gloves, Masks, Skull-Caps, Aprons and educate them about maintaining proper hygiene at their work places.
- All the meetings/conferences should be conducted through Video Conference only.
- The Unit Medical Officers/lady Medical Officers shall prepare a protocol for handling people with cold and fever. The UMOs/LMOs shall prepare an assessment chart of hygiene maintenance in the canteens, mess area and cooking area etc. Regular health check-up should be conducted to the SCTPCs under training without fail.

11.2 Preventive Medicine

- Stock HCQ's, Azithromycin and Chloroquine, Vitamin C and B Complex at Unit Hospitals.
- Distribute immune boosting Homeo pills, Vitamin-C, Vitamin –B and Zinc, etc.

11.3 Guidelines for Individuals and Families

During the lockdown everyone had to make significant behavioral changes to reduce the spread of COVID – 19. Now, it is required to continue these practices:

- Social distancing. Maintain a minimum of 6-feet distance when you have to go into a shared place.
- Frequently washing hands with soap and water or alcohol based sanitizer. Develop a habit of washing hands whenever a high contact/frequently contacted surface is touched.
- Wearing 2 or 3 layered re-usable cloth face mask (not hand-kerchiefs).
- Avoiding touching eyes, nose and mouth.
- Staying home when sick. Consult a doctor and describe the symptoms. If the symptoms still persists, book an appointment with the doctor for consultation.
- Cleaning and disinfecting frequently touched objects and surfaces.
- Proper care should be taken for aged persons in the families.
- People with habit of alcohol consumption and cigarette smoking are vulnerable to get infected. They should avoid alcohol consumption and cigarette smoking.
- The personal hygiene should be given paramount importance by all the individuals, proper diet should be followed to increase the body immunity power. The intake of citric fruit should be increased to raise the immunity.
- Usage of public transport should be avoided which is a shared public place where maintenance of physical distancing and sanitizing measures are hardly possible.
- Avoid attending mass gatherings like marriage functions and other public places.
- Digital payments should be adopted for payments wherever possible.
- Practice Yoga/walking on treadmill/improve immunity power/daily body warm up/ Improve lung capacity by practicing pranayamam.
- Drink hot water with lemon daily and use Citrus and other food to strengthen immunity.

11.4 Guidelines for leaves and permissions

11.4.1. Proforma for availing leaves and permissions

UNDERTAKING
(for availing permissions/ leaves)

I (Name)_____Rank _____G.No_____ of _____ Bn _____ S/o _____ I am Residing at (Leave Address) _____ and this area comes under (Green/Orange/Red) _____ Zone area.

I promise that, I shall be going to the above address only during my permission/Leave period from _____ to _____ by to Mode of transport.

I'll be residing in address during my permission/leave period. I shall strictly abide by all the guidelines the same communicated.

For any deviations from my side necessary action can be taken against me.

Yours Faithfully,

Place: Signature:
Name:
PS/Post: Rank &G.No:
Bn& Company:
Date: Mobile No:
Alternate Contact No:

11.4.2 Precautions to be followed while on leave/permissions

- All should maintain safety precautions during transit and leave/ permission period.
- Avoid public transport (if Unavoidable then take all protective measures and maintain 1m distance)
- Avoid using hand kerchiefs as masks, use only face masks.
- Use washable and reusable mask and wash them daily.
- Avoid touching mouth, eyes and nose.
- Always carry pocket hand sanitizer with alcohol 60% for keeping hands clean.
- Proper hand washing to be done for 20 seconds with soap solution frequently.
- While sneezing or coughing use elbow or shoulder to be covered.
- Avoid outside food.
- Clean your hands and legs when you come from outside.
- Take head bath immediately if you go out and return and wash clothes or sundry them.
- Practice of social distance of 2 meters should be followed.
- Avoid going to functions, malls, cinema halls, parks, friends and relative houses.
- At markets, canteen, office and hospitals maintain 2.mts distance. Always wear mask and use sanitizer and gloves.
- Make digital payments and avoid cash transactions
- Drink hot water with lemon daily and use citrus and other food to strengthen immunity.
- Take foods that boost immune system to fight against corona virus like fruits, Dry fruits, Citrus foods, etc.,
- Take up creating awareness about COVID-19 at home.
- Since there corded permissions/leaves were kept in abeyance due to COVID-19, the TSSP the lockdown rules are partly relaxed, it is proposed to open the recorded permission facility to the TSSP personnel at the first instance .This is done purely to provide the TSSP Personnel enough relief from continuous duties for the last 2 months. However, considering the existing scenario the grant of leaves could not be opened, unless occurrence of any demise in the family. In case of any other important works or events require the attendance of the police personnel, the OC with the approval of I/C Asst. Commandant can modify the roster of the recorded permissions between two individuals with their consent.
- Provided that the change in the roster should not affect the roster number of other personnel.

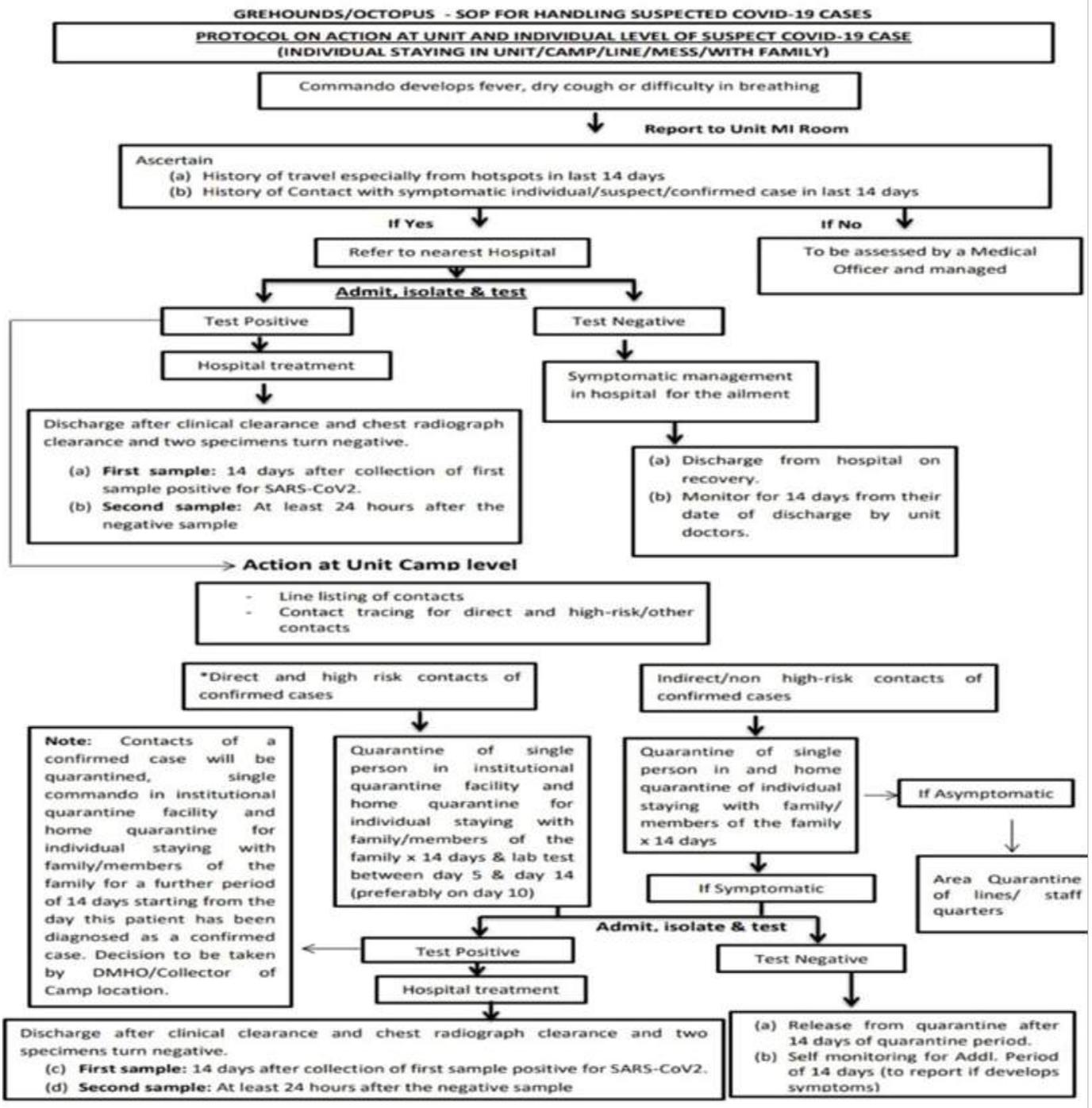
- Leaves to be granted only in emergency case by case only. Once permissions turn in the 1st instance is over then leaves and permissions can be taken up.
- Priority should be given for 1) newly married personnel 2) Married personnel and 3) bachelors.
- Before proceeding on leave/permission an undertaking should be taken that he will take all precautions while on transit and at home.
- After returning from the permission or leaves they shall take up a medical checkup, if the person found fit for duty, will be taken and they may be observed for COVID-19 symptoms.
- The post commanders must collect the details with prescribed proforma about travel, mode of travel and details of met personnel during transit and at home history from the leave/permission utilized personnel.

11.4.3 Precautions to be followed by training units/SCTPCs in TSSP

- Avoid using hand kerchiefs as masks, use good quality double/triple layered reusable face masks and wash them daily, drying them in the sun, storing them in a clean sterilized zip-lock bag
- As per as possible maintain 2 meters of social distance person whenever went outside like crowded places. As of now, social distancing is the only medicine to eradicate corona virus.
- Wash your hands frequently and thoroughly with soap for minimum 20 seconds, especially after meeting anyone or touching anything from outside. Otherwise use hand sanitizers.
- Avoid unnecessary movements to attend the marriages/functions, if it is not essential.
- Always carry pocket hand sanitizer with minimum 60 % alcohol content for keeping hands clean.
- Try to increase your immunity by doing Yoga/Physical exercises and breathing exercises whenever you have free time.
- While sneezing or coughing ensure your mouth and nose are covered with a handkerchief or use elbow or shoulders to ensure do not spread into the air. Stay away from persons who cough.
- Avoid touching mouth, eyes and nose frequently.
- Do not take travel to houses of people in quarantine, or come in contact with people residing in red zones.
- Clean your hands and legs when returning from outside.
- Take head bath immediately if you go out on duty or parade and wash clothes or sundry them
- Avoid public transport (if unavoidable then take all protective measures and maintain minimum 1 meter distance
- Do not take unnecessary travel trips like attending functions going to malls, cinema halls, parks, friends and relative houses or any other places where gathering of more than 3-4 people.
- Maintain social distancing of 2 mts distance at mess, canteen and hospitals.
- Avoid cash transactions as far as possible use digital payment platforms such as credit cards or BHIM etc.

- Drink hot water with lemon daily, consume citrus/supplements to strengthen immunity and other healthy food. Avoid eating outside food.
- Remove your shoes and keep outside the barracks before entering into barracks.
- Do not assemble with the fellow SCTPCs for chit chatting with them or with indoor/outdoor/supporting/mess and other staff.
- Before entering into the class room/barracks/mess area ensure to check the each and every one with infrared forehead thermometer.
- Do not permit the persons who are residing in containment area to attend duties as indoor/outdoor/supporting/mess and other duties.
- Take all precautions while having hair cut ensure that the instruments being used for the haircut must be sanitized. And also ensure that barber must wear face mask and sanitize his hands.

12 Sop for Personnel Working in Greyhounds/Octopus:



- Need to remove their shoes outside the house and have a shower in hot water as soon as they reach home from work before meeting their loved ones.

- Use sanitizer or wash your hands with soap and water every 2 hours during work hours and even at home.
- Avoid going to crowded places
- Maintain social distancing of more than one meter while walking, while doing physical training (PT), while doing office work and even at home.
- Please do not come out of the house for small needs.
- Please wash all your fruits and vegetables in warm water with a pinch of salt.
- Milk packets to be washed in warm water
- Please wash your hands with soap and water after washing vegetables and milk packets
- Wear gloves while going out to buy groceries, vegetables, mutton/chicken/fish etc. Please carry your own Box to get meat/chicken/ fish etc.
- Keep your houses and surroundings clean. If possible, disinfect with 1% sodium hypochlorite (10 gms of bleaching powder in 1 litre of water)
- Special care needs to be taken for all individuals in families who are below 5 years and above 60 years as well as people with co-morbidities (hyper-tension, diabetes, kidney disease, cancer, cardiac disease, lung disease, asthmatics, pregnant women and people who are on long term medication for any other diseases).
- Inform immediately, the doctor/incharge in case if you or your family members are suffering from cold, cough, throat pain, loss of appetite, fever, or loss of smell.
- Please regularly clean your gadgets (phone, TV remote, AC remote, keyboards of laptop/ desktops, etc, with 70% alcohol-based sanitizer.
- To boost up immunity all the commandos and their family members need to do physical exercises and take immune boosting food.
- Drink warm water throughout the day.
- Steam inhalation with fresh pudina (mint) leaves or ajwain (caraway seeds) can be practiced once in a day.

13 Sop for Training Institutions

TELANGANA STATE POLICE ACADEMY (TSPA)/POLICE TRAINING CENTERS (PTC)/DISTRICT TRAINING CENTERS(DTC)

- As a part of the preparedness of the Police Training Institutions against COVID – 19 pandemic in Telangana State, the outing permission to allow SCT SIs and SCT PCs (who mandatorily stay within the campuses in the totally residential facilities of Training institutions) to go on outings (on Sunday or any other public holiday, if there is no training programme scheduled) was suspended till further orders. Further, it was already instructed to sanction leave to the trainees only under emergency situations and in exceptional cases, keeping in view the safety of the SCT SIs and SCT PCs undergoing induction training. It was also instructed that trainees who are returning from leave shall undergo thorough medical checkup before entering the premises of the training institutions and get the required medical/fitness certificate.
- It has been advised to discourage the entry of visitors to the maximum extent into Police Training Institution and that routine issue of visitors/temporary passes was suspended with immediate effect. The Director RBVRR TS Police Academy and the Principals/Heads of the various training institutions shall not allow unnecessary visitors to meet the trainees. Only under exceptional circumstances, physical meetings/interaction with outsiders/visitors were be allowed that too by the explicit and personal permission of the Principal himself/herself. Only those visitors who have proper permission/authorization of the Head of the training institution are allowed after being properly screened with an objective to restrict visitors to the minimum extent to avert spread of Novel Corona virus till further orders.
- Next couple of weeks/months is crucial in checking the spread of the virus and lack of caution can affect the police forces that are required to ensure public safety and security. All non-emergency leaves of police personnel and Trainees/SCT PCs and SCT SIs are cancelled in order to minimize their risk of contracting corona virus during travel. They should get into battle mode and plan ahead not only in theory but through practical demonstration and drills to combat the pandemic for ensuring public safety and public health at large in coordination with Health and all other Government departments.
- The Director RBVRR TS Police Academy and the Principals/Heads of the various training institutions are requested to pay special and focused attention towards hygiene at mess, dining hall, bathrooms/washrooms/washing areas/dormitories as well as classrooms. The medically-certified best practices of avoiding handshakes and social distancing have to be scrupulously observed.
- It is advised to avoid international or domestic air, bus or train till further orders.
- Extra stocks of sanitation items and disinfectants shall be stocked at all the Training Centers.
- Transfers of groceries, milk, fruits, vegetables and any provisions into the training institutions shall be done after due verification and sterilization, wherever required, at the entrance of the premises itself of the training institutions. No vendors/suppliers etc., shall be allowed entry into the premises of training institutions.

- In other words, all Police Training Institutions shall transform themselves into “Self-Quarantined Premises” until further orders.
- Police Department has a critical role to play in terms of containing the spread of COVID-19 in coordination with health, revenue and other departments at cutting edge level. As the spread of COVID-19 Virus increase at exponential level, the need for deployment of more and more police personnel on duty is likely to arise for the purpose of maintenance of Public Health and Public order in coordination with health and other Government departments.
- It is therefore necessary that all the police personnel under training at all Police Training Institutions shall be fully equipped and be prepared for deployment in various Police Commissionerates and Districts at a very short notice.
- Commissioners of Police, District Superintendents of Police, the Director RBVRR TS Police Academy and the Principals/Heads of the Training Centers shall take adequate measures and ensure that Police Department is in the forefront in containing the pandemic in coordination with Health and other Government Departments.

13.1 Preventive measures to be taken to contain the spread of Novel Corona virus(COVID-19) in training facilities:

With a view to contain the spread of Novel Corona virus (COVID-19) it is imperative that the following precautionary measures are taken by all the Training Institutions: -

- All Training Institutions may review the ongoing training programmes and take appropriate measures to defer/curtail them to the extent possible. It would not be advisable to undertake any new training programme for the time being.
- Entry of visitors to training institution may be restricted. If absolutely necessary, such visitors may be admitted after proper screening. Installation of thermal scanner at the entry points of the buildings may be taken up wherever feasible. Hand sanitizers should be mandatorily placed at the entry points and every person-faculty member/staff member/visitor entering the premises should compulsorily clean their hands before entering the premises,
- Availability of adequate hand sanitizers and running water/soap in the training institute should be ensured.
- Training/Teaching may be conducted as far as possible in a virtual/online mode.
- Adequate distance may be maintained between students in the physical classrooms
- Meetings to the extent possible should be conducted through video conferencing only.
- All non-essential travel may be avoided. Outside visits and excursions, group activities/screening of movies etc., and physical training activities may be suspended with immediate effect.
- Calling of guest faculty may be avoided.
- All gyms/recreation centers, creches and book clubs etc., inside the premises may be shut down immediately.
- A fully functional medical centre with the presence of qualified doctor(s) and nursing staff may be ensured with proper protocol for treating of staff/faculty/trainee with flu like symptoms. SOPs may be developed in consultation with local Public Health Authorities to ensure quick response for testing and isolation/quarantine of symptomatic patients etc.
- Separate quarantine facility may be created in consultation with local Public Health Authorities.

- Mess Supervisors should ensure that all the trainees and mess staff wash their hands properly before entry into the mess and before entry into the kitchen. Messaging outside the mess, its kitchen and the toilets about 'Dos and Don'ts' must be ensured.
- Everything prepared in the mess must be cooked properly and raw salad and uncut fruit be avoided for the time being. Linen should be changed frequently. The trainees may be advised not to share the glass for drinking water and use only their respective water bottles for drinking water. Trainees may be advised not to use outside eateries as a preventive measure.
- Common contact places including class rooms, hostels, mess, guest houses and vehicles/buses etc., to be disinfected frequently. Dustbins may be placed in front of all the washrooms. Doorknobs of class rooms, toilets, hostel doors, canteen and all common facilities to be disinfected regularly.
- All faculty members and staff members may be advised to take care of their own health as well as of their friends and family and look out for symptoms such as respiratory problems, fever and discomfort etc. In case anyone feels unwell and shows flu-like symptoms, should inform the Training Coordinator/designated faculty immediately and report to the Medical Centre of the training institutes.
- All staff & faculty at higher risks such as elderly employees, pregnant employees, employees with poor medical conditions and employees suffering from major chronic ailments may be advised to take proper care.
- Frequent hand washing with soap, water and alcohol-based hand rub, should be encouraged. Covering of nose and mouth while sneezing and coughing, throwing of used tissues in close bins immediately after use. Keeping a safe distance from persons during interaction, especially with those having flulike symptoms, sneezing in the inner side of the one's elbow and not coughing into the palms of one's hand, regular check of temperature and respiratory systems, consultation with the doctor in the event of one's feeling unwell, wearing of mask and covering of mouth and nose while visiting a doctor and avoidance of social gatherings, must be strongly advised to every faculty member and staff member. Staff & faculty should also be advised not to spit in the public, travel unnecessarily, participate in the large gathering, spending time in the canteens unnecessarily, visit gyms, clubs and crowded places.
- The Health Advisories issued by the Ministry of Health and Family Welfare should be referred to and followed scrupulously.

14 Sop for Prisons and Correctional Administration

14.1 Standard Operating Procedure (SOP) for Handling Arrested Persons, Detainees and Inmates during the Pandemic:

The following principles are the guiding light of this SOP

- Hand Hygiene and Respiratory Etiquettes.
- Social Distancing.
- Segregation.
- Security of Inmates.
- Health Monitoring
- Minimum Movement.
- Tracking and Tracing of contacts.
- Remote meetings.

14.1.1 Procedure to handle new inmates/detainees/arrested persons:

- Careful screening of all new inmates shall be conducted for COVID-19. Any suspected inmate based on this screening may be tested for COVID-19. If an inmate is found COVID-19 positive, his clinical status would be assessed and shall be put in appropriate isolation facility in the jail hospital or separate barrack earmarked for the purpose.
- The detainees, who are asymptomatic but suspected to have been in contact with the COVID-19 positive patient should be sent to quarantine facility and monitored. Detainees who are symptomatic should be sent to quarantine facility (as suspected cases) and tested for COVID-19. If confirmed positive, he will be transferred to the isolation facility for COVID positive cases. At no point of time, a suspect COVID case will be mixed with a confirmed case.
- For such purpose, the Jail Hospital/Medical Ward should be sufficiently upgraded by increasing the number of beds, personal protective equipment (PPE) for the medical staff, COVID-19 testing kits. and other medical equipment
- All incoming detainees/new inmates should be lodged separately and should follow physical distancing and suitable hygiene measures such as asymptomatic detainees should be lodged separately and should have separate dining space.
- Only new or properly cleaned clothing and bedding articles should be provided to new inmates
- There may be some instances of the influx of detainees who might have had a history of foreign travel or exposure to COVID-19 patients. For such a scenario, a separate building with sufficient space may be earmarked to act as a holding area until their screening is completed. This holding area should be properly sanitized before use

Reference Hand Book for Covid-19 Policing -----

- In case, a separate building is not available for the holding area, a temporary structure may be erected for use as holding area and screening ward.

14.1.2 Procedure to be followed for existing inmates:

- Any inmates returning from parole or furlough should be lodged in separate barracks/cells for a fixed number of days as decided by the health experts.
- Sufficient number of teams may be formed for carrying out the screening for COVID-19.
- The existing inmates who are asymptomatic but suspected to have been in contact with the COVID-19 positive patient should be sent to quarantine facility and monitored. Existing inmates who are symptomatic should be sent to as isolation facility and tested for COVID-19 as per the ICMR guidelines. At no point of time, a suspect COVID case will be mixed with a confirmed case.
- Proper caution may be exercised while shifting the COVID positive inmates for isolation. The staff must wear appropriate personal protective gears. While dealing with the COVID-19 positive inmates, the vehicles carrying the COVID-19 inmates must be properly sanitized. The COVID-19 inmates must also be made to wear triple layer medical masks.
- Meal timings for inmates should be staggered to ensure physical distancing. Rearrange sitting arrangement for inmates at the dining space.
- Inmates under quarantine should have separate dining space maintaining physical distancing.
- The inmates should be encouraged to ensure personal hygiene (Hand hygiene and respiratory etiquettes).

14.1.3 Procedure to be followed for temporary prisons

- If there is a large outbreak of COVID-19 in a prison, a temporary prison may have to be created.
- Depending on the circumstances and availability of resources when building like a stadium guest house, school building and community hall etc., notified as a temporary jail all precautions as applicable to a regular should be adopted.
- Special consideration may be given to sanitization of such building, strict access control, social distancing and disposal of medical and other waste etc.,
- The potentially exposed inmates/detainees will be segregated and kept separate quarantine and monitored on a daily basis.

14.1.4 Other precautions to be followed by the Prison authorities

- Only one point of entry/exit should be used as far as possible.
- The staff at the entrance should use masks, face-shields gloves thermal scanning equipment and sanitizers while screening the inmates and performing other duties.
- The prisons need to be frequently disinfected at least once a day.
- All the toilets, bathrooms, kitchens and other common areas must be cleaned and sanitized daily.
- Prison staff interacting with the inmates who are in quarantine, should wear face masks, face-shields, and gloves.

14.1.5 General guidelines for prisons

- Prisons should review their continuity and contingency plans and update them to ensure that they can perform critical functions with reduced numbers or personnel in a manner that does not have a negative impact on the security of the prison.
- Staff and prisoners should be reminded to wash their hands for 40 seconds frequently and catch coughs and sneezes in tissues and dispose it appropriately in bins with closed lids.
- Frequently clean and disinfect objects and surfaces that are touched regularly. Also disinfect objects/surfaces not ordinarily cleaned (e.g. cell doors / bars, doorknobs, light switches, sink handles, countertops, toilets, toilet handles, recreation equipment, kiosks and telephones, blankets and clothing).
- Develop a process and space to screen all persons entering prison.
- Screening stations should be outside the entrance to the prison
- Confirmed cases of corona virus (COVID-19) should be notified by prison to local state health authorities.
- Disinfect the cell of the person who is suspected or confirmed of having contracted COVID-19 thoroughly.
- Keep the individual's movement outside the COVID-19 isolation space to an absolute minimum
- Ensure that the individual is always wearing a face protection when outside of the medical isolation space and whenever another individual enters
- Masks should be changed at least 8 hourly or earlier if visibly soiled or wet.

14.1.6 Generating awareness and special initiatives

- Any person (staff/visitors/Vendors/service providers) showing symptoms of COVID 19 or who has been in contact with a confirmed or suspected case of COVID 19 must not be allowed to enter the prison
- Communicate with prisoners the temporary impact of COVID 19 on an ordinary prison routines (including visits and other services).
- Stress the importance of protecting the health of staff, prisoners and the community.
- Show the prisoners the information posters and explain the information and verify that the prisoner understands the content.
- Encourage prisoners to report any symptoms of COVID-19 to a staff member for the health and well-being of everyone.
- Consider reducing the number of prisoners gathering in groups attempt to reduce movement of prisoners and avoid mixing individuals from different prisoner groups (particularly at-risk prisoners)
- Provide access to virtual/telephone visit options. If moving to virtual/ telephone visits, disinfect electronic equipment regularly
- Increase supplies of food, water and medication.
- Consider using the prison industry to produce masks and other useful equipment.
- If possible, consider making hand sanitizer containing at least 70% alcohol (where permissible based on security restrictions).

- Communicate with staff and prisoners using verbal commands providing verbal direction from a distance instead of using physical contact.
- Explain by showing /demonstrating.

14.1.7 Staff - personal protection and handling of inmates:

- Staff should minimize any non-essential contact with suspected corona virus (COVID-19) cases.
- Ensure prison staff has all the necessary information/fully understand the COVID 19 prevention and response procedures. Prison staff should be made aware of all relevant procedures and protocols and should be regularly briefed/trained and updated on the procedure. This is very essential and adequate attention may be paid by senior officers.
- Communicate with prison staff that COVID 19 prevention and response procedure will temporarily impact the ordinary prison routine.
- Screen all staff before they enter the prison.
- DO NOT ALLOW ENTRY if a staff member shows or experienced any symptoms of COVID-19.
- If a staff member has been in contact with an individual infected by COVID-19 or with symptoms related thereto, consider assigning them duties with no or limited contact with prisoners and other staff for a period of (14) days (i.e external patrol or towers).
- Encourage staff to be extra observant and communicate with prisoners look for prisoners with COVID-19 symptoms and be aware of unusual suspicious prisoner behaviour as a result of restricted movement and activities.
- Inform staff why it is important that they do not come to work if they show any symptoms of COVID-19 and put into place procedures so they can be paid and are not penalized in other ways for being absent.
- Determine the least amount of staff you need to operate your prison.
- Have a contingency plan to call on other uniformed personnel to temporarily support a massive staff shortage (police, military other uniformed personnel).
- Increase vigilance and interact with prisoners to get more information about possible symptoms of disease and signs of unrest among prisoners
- Register all possible symptoms of disease in prisoners and other staff
- Limit direct contact with prisoners if possible, conduct visual searches on low- risk prisoners.
- Don't approach or stand directly in-front of prisoners, reduce the risk of prisoners coughing or breathing directly on you.
- Do prisoner counts from a distance if possible.
- If you need to physically handle/direct prisoners, wear gloves eye protections and a face-mask if possible or wash your hands before and immediately after no gloves are available.
- Do not conduct area searches without gloves.
- If no gloves are available, limit touching areas and ensure you wash your hands before and immediately after searching
- Ensure at least 2 meters distance between you and the prisoner when interviewing counseling, admitting or discharging prisoners.

- If in an office use the desk and chairs to create distance clean your equipment several times a day with disinfectant - if available (including radio. phone handcuff. handcuff keys, etc.)
- If possible change clothes and shoes before going home.
- Remind staff on the special vulnerability of prisoners and their duty of care as well as operations in accordance with human rights standards.
- As soon as an individual develops symptoms of COVID-19. They should wear triple layer medical mask and should be immediately placed isolation in separate space from other individuals, preferably in a separate building inside the prison.
- Minimize the number of staff in contact with infected prisoner's particular staff belonging to at risk groups.

Sop for Government Railway Police 15 (Grp) In View of Resumption of Trains

15.1 SOP for movement of persons by trains:

Ministry of Railways (MOR) in consultation with Ministry of Health & Family welfare (MoHFW) and Ministry of Home Affairs (MHA) has decided that train services on Indian Railways shall be further partially restored w.e.f. from 01st June 2020. Indian Railways started operations of 200 passenger services. These trains ran from 1/6/2020 and booking of all these trains commenced from 10 am on 21/05/20. These special services are in addition to the existing Shramik special trains being run since 01st May and Special AC trains (30 trains) being run since 12th May 2020. Other regular passenger services including all mail/express, passenger and suburban services shall remain cancelled until further advice.

Passengers travelling by these special services will observe the following precautions:

- Only passengers with confirmed tickets shall be allowed to enter the railway station.
- All passengers must wear face covers/masks at the entry and during travel.
- The passengers shall reach the station at-least 90 minutes in advance to facilitate thermal screening at the station. Only passengers who are found asymptomatic will be permitted to travel.
- Passengers shall observe social distancing both at the station and on trains.
- On arrival at their destination, the travelling passengers will have to adhere to such health protocols as are prescribed by the destination state/UT.
- GRP officials have to coordinate with railway officials to ensure safety of passengers.

16 Legal Frame Work

Legal action shall be initiated against those who violate Lockdown and any rules governing COVID management. The provisions of the Act and Penalties for violation of Lockdown are as follows.

Under the following Acts, cases may be booked

1. Indian Penal Code, 1860.
2. The Epidemic Diseases Act 1897
3. The Disaster Management Act, 2005 (Sections 51 to 60)
4. The Foreigners Act-1941
5. The Essential Commodities Act

16.1 Indian Penal Code, 1860:

1. Sec. 188 IPC: For the penalty U/s 3 of Epidemic Disease Act 1897 for disobeying of any regulation or order made by the government under Sec 2 of the Act to contain any outbreak of dangerous Epidemic disease. Applicable Para II of 188 IPC - 6 months Imprisonment - Cognizable offence.
2. Sec. 269 IPC : Negligent Act likely to spread infection of disease dangerous to life. 6 months imprisonment - Cognizable offence.
3. Sec. 270 IPC: Malignant act likely to spread infection of disease dangerous to life. 2 Years imprisonment - Cognizable offence.
4. Sec 271 IPC: Disobedience to quarantine rule for regulating intercourse between places where an infected disease prevails and other places. 6 months Imprisonment - Non-Cognizable.
5. Sec. 336 IPC: Whoever does any act so rashly or negligently as to endanger human life or personal safety of other 3 months punishment - Cognizable offence.
6. The Govt. of Telangana banned splitting in public places in view of spreading of infectious disease COVID-19. If anybody violates this order he/she is liable to be punished u/s 188 IPC and 269 IPC (Cognizable offence). Nature of evidence to be adduced is photography, videography, CCTV footage or eye witness.
7. The Govt. of Telangana issued Memo No. 2133/D/2020 Dt 09.04.2020 with an advisory to Mask On Policy.
8. On 22nd April, 2020, the Government of India promulgated amendment Epidemic Diseases Act, 1897. The newly promulgated amendment made

- a. Acts of violence (against health workers and other medical staff) as a cognizable and non-bailable offence.
- b. Commission or instigation of violence against health workers shall be punished with imprisonment for a term of three months to five years and with fine of Rs.50,000/- to Rs.2,00,000
- c. In case of causing grievous hurt to the health workers, imprisonment shall be for a term six months to seven years and with fine of Rs.1,00,000/- to Rs.5,00,000/-.
- d. In addition, the offender shall also be liable to pay compensation to the victim and twice the fair market value for damage of property this includes living/working premises etc.,

16.2 Foreigners regulation Act, 1941:

Foreigners are liable to be punished u/s 14 (b) for violation of conditions of VISA, keepers of hotel, etc., if fail to furnish information about foreigners punishable u/s 14 (c) for the contravention u/s 7 of the Foreigners Act, 1946 and in addition to that, Foreigners whoever are in India are liable to be punished for the contravention u/s 2 of the Epidemic Diseases Act, u/s 3 of the Act for which Sec 188 IPC is also applicable.

In addition to that, Sec 51 (b) of DM Act, 2005, 269 or 270 IPC, 420 IPC (by misrepresenting the facts and there by obtained visa and causing either wrongful gain for himself or wrongful loss to the Government). In the event of any abettor, he is liable u/s 14 (C) of the Foreigners Act, 1946 and for IPC offences 109 IPC.

16.3 The National Disaster Management Act 2005

Sec 51. Punishment for obstruction, etc: Whoever, without reasonable cause obstructs any officer or employee of the Central Government or the State Government or a person authorised by the National Authority or State Authority or District Authority in the discharge of his functions under this Act or 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.

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

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

Sec. 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.

Sec 55. Offences by Departments of the Government: 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.

Not with standing anything contained in sub-section (1), where an offence under this Act has been committed by a Department of the Government and it is proved that the offence has been committed with the consent or connivance of, or is attributable to any neglect on the part of, any officer, other than the head of the Department, such officer shall be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

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

Sec. 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.

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

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

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

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

Sec 60. Cognizance of offences.—No court shall take cognizance of an offence under this Act except on a complaint made by— (a) the National Authority, the State Authority, the Central Government, the State Government, the District Authority or any other authority or officer authorised in this behalf by that Authority or Government, as the case may be; or

(b) any person who has given notice of not less than thirty days in the manner prescribed, of the alleged offence and his intention to make a complaint to the National Authority, the State Authority, the Central Government, the State Government, the District Authority or any other authority or officer authorized as aforesaid.

(Source:No. 40-3/2020-DMI(A) MHA, GOI dt: 15.4.20)

16.4. Instructions with regard to the seized vehicles:

The C.O vide Circular Memo Rc.No. 139/L & O-1/2020 dt: 8.5.20 has issued the following instructions with regard to the seized vehicles during the lockdown period:

During the lockdown period several vehicles have been seized by the police as a part of enforcement. It is decided to release the seized vehicles as huge number of vehicles has been lying at various places cannot be transported to courts and a great difficulty is being faced by the field officers in providing proper accommodation for the custody of vehicles and it is considered not necessary to keep property in police custody. In view of the above, the following instructions are issued for all the enforcement officers/SHOs for implementation.

1. **Cases registered under the provision of MV Act:** All the vehicles seized under the provisions of MV Act can be released after compounding the cases and payment of compounding fee under proper acknowledgment. Ensure that this process should be done in very seamless manner.
2. **Cases registered under Sec. 188 IPC:** In these cases vehicles can be released under the provisions of Sec. 102(3) Cr.P.C after obtaining an undertaking from the vehicle owner to produce it before the court as and when the court orders to do so. Bond for Rs.1000/- for 2-3 Wheelers and Rs. 2000/- for 4-wheelers and other vehicles can be taken from the owners of the vehicles. Xerox copies of vehicle documents can be kept for record purpose. Keeping of original documents is not desirable. Acknowledgment has to be obtained. Cases can be charge sheeted as Summary Trial Case (STC) before IIInd Class Magistrate.
3. **Cases registered under the provision of Sec. 188 IPC and NDM Act:** In these cases vehicles can be released under the provisions of Sec. 102 (3) Cr.P.C after obtaining an undertaking from the vehicle owner to produce it before the court as and when the court orders to do so. Bond for Rs.1000/- for 2-3 wheelers and Rs. 2000/- for 4 wheelers and other vehicles can be taken from the owners of the vehicles. Xerox copies of vehicle documents can be kept for record purpose. Keeping of original documents is not desirable. Acknowledgment has to be obtained. Cases booked under these provisions can be charge sheeted under section 188 IPC only as STC before II Class Magistrate.
4. **Cases registered under other provisions of IPC or Special Acts:** For serious offences including obstructing the public servants, assault on police officers, doctors or other public servants shall be dealt as per law and charge sheeted under the provisions of Cr.P.C in the competent court of law. Vehicles seized can be released under the provisions of Sec.102 (3) Cr.P.C. after obtaining undertaking under acknowledgment.

17 Welfare of Police Personnel

Pandemic Management keeps the police department nearer to the infection making the entire force vulnerable. In such challenging times, it is important to keep their morale high. Hence, distribution of items such as Masks, Personal Protection Equipment Kits, Sanitizers and Cleaning Material to the police stations must be ensured.

The Govt. of Telangana has sanctioned 10% as allowance to all the officers involved in COVID policing.

We have to formulate a contingency plan for those deployed in high risk areas, providing support to those taken ill, in the event of the spread of the virus among personnel.

The plan must:

- Draw up a deployment and succession plan to manage existing, available strength.
- Assure the subordinate ranks particularly the constabulary of guaranteed pay and adequate leave to recover.
- Cover costs of treatment as part of the existing medical insurance provided to officers across ranks.
- Provide support including supply of essential goods to the families of personnel where necessary.
- Designate a senior officer at Police Headquarters as the nodal point to receive and monitor all reports of virus symptoms or positive cases and constantly communicating with the family of those infected. Call for reports to be promptly sent to immediate supervisors with a copy to the nodal officer to inform when virus symptoms are found among police personnel and persons in custody. In this respect, Telangana Police had set up an exclusive testing center at Goshamahal, Hyderabad.

17.1 Health DSR of Police officers and follow-up action:

- At every unit, unit officer must collect Health DSR of all personnel daily and appoint nodal officers to monitor health conditions. SHOs to be made responsible to inform if any personnel develops symptoms.
- The nodal officer should co-ordinate with DMHO for further course of action.
- District Nodal officers and Deputy Commissioners of Police (DCPs) in commissionerates have to personally ensure that the symptomatic personnel is tested, treated, discharges and well taken care of.

Proforma I – Sick Information of All Level Police Officers

Sl. No.	Name of the Unit	Name of the Police Station	Name of the Officer	Rank & General Number	Sick Date	Nature of Disease	Remarks

Proforma – II - Health Information of All Level Police Officers

Sl.No.	Name of the Unit	Name of the Police Station	Name of the Officer	Rank & General Number	Oxygen levels	Pulse Rate	Temperature (C)	Comorbidity	Remarks
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Proforma III - Health Profile Details of All Level Police Officers

Sl.No.	Name of the Unit	Name of the Police Station	Name of the Officer	Rank & General Number	Nature of Disease	Comorbidity	Remarks
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17.2 Support to Law Enforcement Families:

Family members of law enforcement officers reporting for duty may experience fear and distress that their officer may be exposed to the virus because of their profession. Family members may also be distressed at having their officer away from home for prolonged periods of time. Department can be proactive in communication to ease these fears and ensure officers have a strong support system to return home.

17.3 Talking to Police Children about COVID-19

Children may experience fear and uncertainty about the virus. They may also have fears about their parents reporting for duty during the outbreak. Take time to have a conversation with your child and answer question he/she may have. Having age-appropriate discussions about the risks and prevention/mitigation behaviors help to normalize behavior and not increase family anxiety.

<p>PROVIDE ASSURANCE WHENEVER NEEDED It is important to reassure your children. Listen to their concerns and try answering their queries related to the outbreak. Spend quality time with them and give them the attention they need. Reading them stories to put them to sleep will make them feel loved.</p> 	<p>KEEP THEM IN CONTACT WITH THEIR FRIENDS Physical distancing from friends can be a cause of distress for the children. Encourage them to talk to their friends, cousins and loved ones by calling them up or through video calls. You can also involve your children and their friends in some fun activities which they can do together by staying connected virtually.</p> 
<p>MANAGE YOUR CHILD'S ANXIETY It is normal for your child to become anxious at this time. Look out for the emotional cues in your child and talk to them regarding the same. Avoid being judgemental when they express their feelings. Do not avoid their questions related to COVID or speak to them harshly. This can increase their fear and anxiety. Instead, make them understand that things will be better if we take proper care. Remember that this is a new situation for your children and do not get irritated with them.</p> 	<p>GIVE THEM CLEAR INFORMATION It is not advisable to provide children with a lot of reports and news related to the outbreak. However it is important to give them correct information as to what is happening around the world. Give them proper facts in a way that they can understand so that they do not remain confused, as this may increase their anxiety. You can make the explanations creative through pictures and drawings.</p> 
<p>ENGAGE THEM IN INDOOR ACTIVITIES During this time, children may get easily bored. Involve them in indoor games to cut down the boredom. You can also make their learning fun by giving them puzzles to solve and teaching them crafts. Encourage them to pick up a hobby. Involve the children in some stretching exercises, yoga or dancing which they will enjoy. You can also involve them in doing simple household activities to keep them engaged.</p> 	<p>MAKE A ROUTINE OF LEARNING AT HOME At this time, schools are closed, however this should not stop the children from learning. Ensure that they have a regular habit of studying by giving them small assignments related to their lessons. Check the assignments to understand their progress.</p> 

18 Emerging and Existing Challenges

18.1 Covid-19: Economic Impact on Telangana:

It is estimated that, the Government of Telangana due to the lockdown is incurring a loss of Rs. 1707 Cr. daily. The 44 day lockdown upto May 7th 2020 has cost Telangana economy approximately Rs 7800 Cr. (around 8% of 2019, 2020 GSDP). It is estimated that 23.79 lakhs are unemployed because of lockdown which amounts to 18.63% of the total employment. It is also estimated that, at least 1.2 Cr. people will run out of their savings. In a lockdown the poorest 30% will need around 4000 tons of rice every day. Hence, the economic down turn and unemployment will have severe implications for maintenance law and order in the days to come.

18.2 Preventing specific criminal offences.

An increased illegal intent in the following crimes requires heightened attention from the law enforcement. A market intelligence unit may be set up to gather information about markets.

18.2.1 Fake and counterfeit medical products

The COVID-19 pandemic has offered an opportunity for fast cash as criminals take advantage of the high market demand for personal protection and hygiene products and offer fake or counterfeit medical items available on the market, as if they are genuine including:

- Disposable surgical masks
- Hand sanitizers
- Antiviral and anti-malarial medication
- Vaccines
- COVID-19 test kits

As such Law enforcement agencies should pay particular attention to ensure that the above should not be in short supply or hoarded.

18.2.2 Online fraud:

Scammers create and set up fraudulent websites, e-commerce platforms, social media accounts and emails claiming to sell and deliver medical products. In some cases, they use the names of prominent companies involved in the production and distribution of these items. Victims are then asked to pay via bank transfer. Inform the general public about false or misleading online advertisements related to these products through various mediums. The Cyber Crime Police is to take initiative in this regard. Besides these duties, the following crimes may take place during the lockdown which require urgent attention of Police.

18.2.3 Domestic Violence

It is noticed that, there is a sudden surge in domestic violence during the lockdown period and however, in our state already a comprehensive women protection system is in place and they have been dealing this very effectively. Police shall counsel the victims on phone. Establishment of “Mobile Safety Team” at all District Headquarters and Commissionerates to reach out the victims, whenever a distress call is received.

18.2.4 Communal Under-Currents:

Some opportunistic communal forces may try to create hatred among the public against a particular community. Identify such elements and stop spreading the vicious propaganda. To achieve this, police shall get first-hand information from the communities by building trust and also taking timely inputs from intelligence department. A close watch on social media content which has communal overtones may be kept. Social Media Monitoring Cell at all units must work on a real time basis.

18.2.5 Civil Unrest:

Police should be wary of unrest among public at medical treatment centers, food outlets and distribution centers, warehouses containing items in short supply and other critical infrastructure. Adequate force shall be deployed to curb such scenarios.

(Source: [Interpol guidelines for Law Enforcement dt: 26.3.20](#))

18.3 Challenges within the Department

Apart from above challenges, department also will have to deal the internal challenges which are likely to emerge during Pandemic Management.

1. Front line staff is vulnerable for getting infected, which not only compromises their health, but also the health of their close family members. This causes stress on their system which may get reflected in their functions as well. If one officer gets infected, the morale of the department gets severely challenged. Hence, the unit officers must take extra measures to keep them safe by ensuring they are taking precautionary measures.
2. Lock Down enforcement being a harsh reality for the public, the police man on the front line may tend to use force without any justification during enforcement of lock down. Tactical use of force must be encouraged among the staff. The following guidelines must be followed by all the personnel deployed in the field.
 - Minimize the Use of Force in the midst of unprecedented restrictions on people’s lives.
 - Issue and enforce a circular that prohibits Police personnel from using force on persons found out on the streets and employ tactics such as persuasion and tact to resolve situations. The willing cooperation of the people should be taken.
 - Orient and equip field-level personnel with the skills of effective dialogue and communication to understand people’s point of view and to acknowledge their compulsions for being out on the streets.
 - Expressly prohibit police personnel from doing the following, classify these as acts of serious police misconduct with appropriate punishments:
 - a. Beating or threatening anyone with beating for alleged violation of the lockdown.
 - b. Forcing people to roll, crawl, squat, do sit-ups, or be made to do humiliating acts as public punishments for alleged violation of the lockdown.

- Permit force only to be used where life or property is endangered, restrict such force to the minimum extent necessary, and take all measures to prevent harm and injury. Require mandatory reporting to the supervising officer of any incident where minimum force had to be used
- Arrange regular orientations and briefing of field-level officers and supervisory officers.

18.4 Disciplinary action on Misconduct:

- Firm disciplinary action may be initiated against any police personnel found deviating from abusing or violating established procedures and principles governing lockdown management, including on use of force, arrest, detention, and managing the public and essential services.
- Emphasize, a strict adherence with laid down procedures and human rights standards at all levels in enforcing the lockdown.
- Follow clear reporting procedures on every police action, particularly from officers on the streets in charge of implementing the Stop, Verify and Assist Protocol to allow review and ensure officers are accountable for their actions.
- Ensure all members of the public are able to easily file complaints against police officers for any alleged misconduct or criminality for instance through a dedicated helpline with the numbers well publicized. Make it compulsory for the supervising officer to acknowledge and respond to every complaint received clearly stating the course to be taken.

[\(Source: CHRI Guideliness for Police March,2020\)](#)

19 Public Awareness Campaign and Media Management

- Awareness will be created among the community through announcements, distribution of pamphlets, wall writings, bulk SMS and using social media.
- Use of radio and television (using local channels) will ensure penetration of health alerts to the community.
- The human face of Police may be projected by undertaking innovative programmes such as a care of senior citizens, liaising with NGO's and Civil society to provide food and shelter to migrant labour and poor people.
- **Dedicated helpline:** A dedicated helpline number shall be provided at the Control room (district headquarter) and its number will be widely circulated for providing general population with information on risks of COVID-19 transmission, the preventive measures required and the need for prompt reporting to health facilities, availability of essential services and administrative orders on perimeter control.



Media Management: There shall be a regular press briefings/ press releases to keep media updated on the developments. Every effort shall be made to address and dispel any misinformation and fake news circulating in media including social media. Unit officers shall address the media and hand out press circulars periodically to ensure information is passed on to the public. Crisis communication is very important during a pandemic. So, Police Officers have to periodically send out verified information.

20 Development and Application of Covid 19 Prevention and Monitoring Technologies

20.1 ArogyaSetu:

Arogya Setu, a mobile app developed by the Ministry of electronics and IT, Government of India and T COVID app of Government of Telangana has helped the citizens to stay abreast of all developments of COVID.

Aarogya Setu is designed to keep a user informed in case she/he has crossed paths with someone who has tested positive. The tracking is done through a Bluetooth and location-generated social graph.

20.2 T-COVID App:

A T- COVID app by Govt. of Telangana has details about the Government Hospitals, list of ICMR approved labs and tests, Telemedicine, Do's and Don'ts and Government announcements etc., This app can be downloaded in app store. It provides details about health emergency and other informational services.

20.3 Technologies by Police:

A COVID-19 tracking web application is developed by Intelligence Department. Based on the travel history, Quarantine particulars, medical records, mode of travel, patient profile this web



MIGRANT LABOUR APP

application generates data analytics based on various queries that are raised. This application is useful to analyze the data, foresee the trends in order to take informed decision and plan deployment. Likewise, the TS Police has designed an application which will track people who are quarantined at Homes. The mobile application has a GPS tracking facility and will track their movements and give out an alert to the control room in case the person in home quarantine moves out. Similarly, the TSCOP application also has the facility to geo-fence the vehicles to know how far the vehicle went beyond the permissible limits of 3 Kms.

20.4 Data Analysis:

The data of COVID patients, primary, secondary and tertiary contacts can be analyzed based on gender, age, occupation and mode of travel etc.,. Similarly, a regression analysis of the daily data may be plotted in a graph to ascertain the factors for upward trend or otherwise, the time taken for doubling of cases, Case Fatality Rate (CRF) etc., Likewise, an analysis of the patients who have recovered, died and active can also be taken up to gain insights. The number of COVID positive cases per 1000 population is a metric by which the spread can be measured. The IT core team in Districts and commissionerates may develop a dashboard with simple data visualization for unit officers. Further, collation and analysis of data may also be taken up. Epidemiological statistical models may be used to project the likely numbers in the days to come.

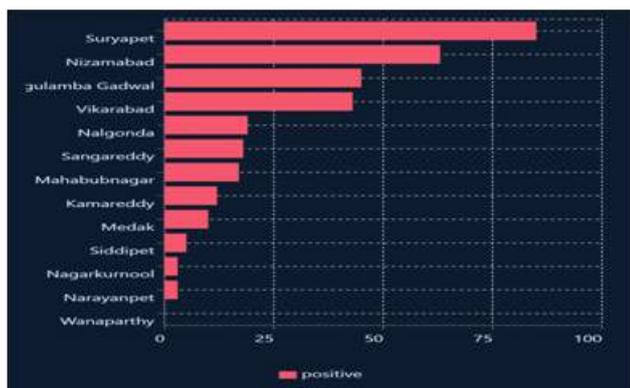
Sunburst Diagramme:



Choropleth Sketch of West Zone :



Bar Graph:



Line Graph:



21 Way Forward: “Policing and Pandemic”

Police Departments across the world are prepared for Natural and Man-made disasters. Pandemic management has never actually been thought as a Police subject before, at least in India. However, given the urgency, scale of the Covid-19 Pandemic and its spread, the Police Department will have to “Police” this event and its consequences as well.

The COVID-19 Global Health Pandemic has brought out vulnerabilities of our communities and also capacity of the administration to manage a Pandemic. As we now understand that the COVID-19 pandemic is likely to stay and is going to affect our population even in the near future, policing should be re-oriented to accommodate this reality and prepare and respond decisively for pandemics in the future.

21.1 Short term:

In the short term, there are multiple possibilities for how the infection is going to spread across the population, until a vaccine is available for Corona.

- Policing priorities will continue to be management of pandemic.
- Enforcement of social distancing, wearing of masks etc by the public at all times. An appropriate law, covering above aspects will act as a deterrent.
- Inter-Departmental Covid-19 Committee/Task Force must be set up in each Unit to perform all executive functions with regard to COVID-19 management and containment to handle a likely second wave of infection. As the regular works of the departments must also to be resumed, officers to the above Committee/Task Force must be exclusively deputed.
- Security at all Health Care facilities, Quarantine facilities etc., must continue. Enough care and precaution must be taken regarding health of the staff deployed in those locations.
- Public will depend heavily on the private transportation until total public transportation is available so enforcement of social distancing in such cases, especially in interior areas will be a challenge.

21.2 Long term:

World is more prepared for a war or a terrorist event than a Global Pandemic. It is widely discussed that, such Global Pandemics are not new but rare. The last Global Pandemic which killed millions of people across the globe is just 100 years old. However, local pandemics are not rare. Various countries had such events, such as MERS 2015 in South Korea experience low scale pandemics from time to time. Even in India, seasonal flus and vector borne deceases are not new.

The Police department will have to be better prepared for consequences of lockdown by reaching out to industry, social scientists and academia to try to understand the impact the pandemic would have on economy, law and order, social issues etc. Post lockdown shall also

throw up new challenges in terms of rise in crimes due to loss of jobs, economic recession. Police should reorient the policing to suit these new challenges.

21.2.1 Preparedness:

Being prepared for an event like this is like winning half the battle against such Global Pandemic. Hence the Police Department must prepare to deal any eventuality arising out of the pandemic. Countries such as South Korea which have experienced low scale pandemics recently are found to be more prepared than and have been by and large successful in containing the Pandemic.

- **Planning:** A detailed Pandemic Management Plan must be prepared at all levels. Such a comprehensive plan shall be prepared by consulting all departments such as municipal administration, health, agriculture, transport, railways, IT, Industry and excise etc.,
- **Training:** Trainings must include the nature of pandemics, importance of personal hygiene during such times, role of police department etc. The training must prepare all police personnel for managing such an event which has cross border linkages. Training of staff for prevention of COVID-19 is a key element of the preparedness against the disease. No personal protective gear would be of help unless the police personnel is fit and trained properly on usage and safe disposal of the same. Training activities should cover the following areas (i) Basic disease knowledge, including pathogen, transmission route, signs and clinical disease progression (ii) Hand hygiene practice (iii) Respiratory etiquette (iv) Appropriate use of protective gear and its safe disposal (v) Environmental prevention measures including cleaning and disinfection.
- **Procurement:** Equipments required for management of Pandemic must be procured and stocked.
- **Standard Operating Procedures:** SOPs must be evolved to manage such situations. The SOPs must identify human and material resources required for performing each task during the Pandemic.

21.2.2 Legal Framework:

A robust legal framework will be required for continuous health surveillance and contact tracing will be required during and after pandemic or any other disaster. Law must authorize use of such personal information of the people to help authorities in health surveillance and contact tracing.

22 Appendix

List of References

Sl. No.	Order No.	Date	Issued by	Subject
1.	G.O.Ms. 17	27.9.2019	Government of TS	Consumer Affairs and Civil Supplies Department,
2	Dead bodies Managements	15.03.2020	MH & FW, DGHS	Guidelines on dead bodies
3.	Rc.No.133/ME.1/2020	19.03.2020	DGP, TS	Preventive steps of Covid-19-Instructions
4.	G.O.Ms.No.13	21.03.2020	Government of TS	The Epidemic Diseases Act-1897, Telangana Epidemic Diseases (Covid-19) Regulations, 2020
5.	G.O.Ms.No.45	22.03.2020	Government of TS	The Epidemic Diseases Act-1897-Lockdown – Orders-25.03.2020 Issued
6.	D.O.No. VIR/4/2020/ECD-I	22.3.2020	Ministry of Health & Family Welfare, GOI	Prophylactic dosage of Hydroxy-chloroquine
7.	No.40-3/2020-DM-I(A)	24.03.2020	GOI	First Lock Down Start from 25.03.2020 to 14.04.2020
8.	No.1-29/2020-PP (Pt-II)	24.03.2020	GOI	Social Distancing Measures by NDMA
9.	No.40-3/2020-DM-I(A)	26.03.2020	GOI	Issued SOP for maintaining supply of Essential Goods
10.	No.40-3/2020-DM-I(A)	26.03.2020	GOI	Clarification on transportation of Animal feed and fodder
11.	G.O.Ms.No.54	28.03.2020	Government of TS	Extension of Lockdown period from 31.03.2020 to 14.04.2020

Sl. No.	Order No.	Date	Issued by	Subject
12.	No.40-3/2020-DM-I(A)	29.03.2020	GOI	Migrant workers-Measures
13.	G.O Ms No. 13	30.03.2020	Government of TS	Migrant workers-Measures
14.	G.O.Rt.No.169	01.04.2020	Government of TS	Guidelines on Dead body management
15.	No.40-3/2020-DM-I(A)	02.04.2020	GOI	Guidelines-SOP for transit arrangements for Foreign Nation stranded in India
16.	No.40-3/2020-DM-I(A)	03.04.2020	GOI Ajay Bhalla, IAS.,	Guidelines of laboratories -testing COVID samples
17.	W.P. No (Civil).10795/2020	08.04.2020	Government of TS	High Court Orders
18.	Memo.No.2133/D/2020	09.04.2020	Government of TS	Propagation and implementation of Mask On Policy at all levels in the state
19.	G.O.Ms.No.57	12.04.2020	Government of TS	Extension of Lockdown period from 14.04.2020 to 30.04.2020
20.	Memo.No.3654/Genl/2020-3	13.04.2020	Government of TS	Measures regarding Containment Zones
21.	No.40-3/2020-DM-I(A)	15.04.2020	GOI	Extension of Lockdown period from 14.04.2020 to 03.05.2020- and Revised Guidelines-Issued
22.	G.O.Ms.No.60	19.04.2020	Government of TS	Extension of Lockdown period from 30.04.2020 to 07.05.2020
23.	Epidemic Disease Ordinance	22.04.2020	GOI	Epidemic Diseases (Amendment-2020) Ordinance
24.	No.40-3/2020-DM-I(A)	24.04.2020	GOI	Guidelines on commercial and private establishments
25.	No.40-3/2020-DM-I(A)	29.04.2020	GOI	Revised Guidelines on Movement of Persons-Arogya Sethu App
26.	F-No.11013/9/2014-Estt (A-III)	29.04.2020	GOI	Effective use of Arogya Sethu App

Sl. No.	Order No.	Date	Issued by	Subject
27.	No.40-3/2020-DM-I(A)	01.05.2020	GOI	Extension of Lockdown from 03.05.2020 to 17.05.2020 - Revised Guidelines -Issued
28.	No. 17013/17/2020-R	2.5.20	GOI, MHA	Guidelines and protocols
29.	No.40-3/2020-DM-I(A)	03.05.2020	GOI Ajay Bhalla, IAS.,	Movement of Migrant Labour and Stranded People - Allowed
30.	No.40-3/2020-DM-I(A)	05.05.2020	GOI Ajay Bhalla, IAS.,	Movement of Indian Nations stranded the outside of the country
31.	G.O.Ms.No.64	07.05.2020	Government of TS	Extension of Lockdown from 07.05.2020 to 29.05.2020 - Revised Guidelines -Issued
32.	Circular Memo Rc.No. 139/L & O-1/2020	08.05.2020	DGP office TS	Instructions with regard to the seized vehicles
33.	No.40-3/2020-DM-I(A)	11.05.2020	GOI Ajay Bhalla, IAS.,	Shramik Special Trains for movement of migrant workers
34.	No.40-3/2020-DM-I(A)	11.05.2020	GOI	SOP for movement of persons by trains
35.	No.40-3/2020-DM-I(A)	17.05.2020	GOI	Extension of Lockdown from 17.05.2020 to 31.05.2020-Revised Guidelines -Issued
36.	G.O.Ms.No.68	18.05.2020	Government of TS	Extension of Lockdown from 29.05.2020 to 31.05.2020-Revised Guidelines -Issued
37.	circular No. 4/1/2020-IR	22.05.2020	DGCA	Air-Travel DGCA guidelines for Domestic Airline passengers
38.	G.O.Ms.No.69	27.05.2020	Government of TS	Issued certain relaxation on transport and curfew hours
39.	No.40-3/2020-DM-I(A)	30.05.2020	GOI	Extension of Lockdown from 01.06.2020 to 30.06.2020- unlocked 1.0 -reopening of areas outside the containment zones

Sl. No.	Order No.	Date	Issued by	Subject
40.	G.O.Ms.No.72	31.05.2020	Government of TS	Extension of Lockdown from 01.06.2020 to 30.06.2020 with certain relaxation.
41.	F. No.Z.28015/19/2020-EMR(pt.)	04.06.2020	GOI	Re-opening of certain prohibited activities outside containment zones
42.	G.O.Ms.No.75	04.06.2020	Government of TS	Re-opening of certain prohibited activities outside containment zones
43.	National Directives for Covid-19 management			
44.	Interpol Guidance for law enforcement on 26.03.2020			
45.	Guidelines for Air Passengers			
46.	Guidelines on Home Isolation			
47.	CHRI Guidelines for Police, March 2020			
48.	Guidance for SOP Covid-19 Virus testing in NHS Laboratories			
49.	Advisory on Social distancing measure in view of spread of Covid-19 disease			
50.	Advisory for Quarantine of migrant workers			
51.	Updated containment plan for large outbreaks 16.05.2020			
52.	Containment plan for large outbreak, MH & FW, GOI, 2020			
53.	MoHFW's discharge policy guidelines			
54.	ICMR Guidelines for testing on 18.05.2020			
55.	Ayush Ministry Immunity Booster Measures			

