

प्रेषक,  
अमित सिंह नेगी,  
सचिव,  
उत्तराखण्ड शासन।

सेवा में,

1. समस्त जिलाधिकारी, उत्तराखण्ड।
2. समस्त मुख्य चिकित्सा अधिकारी, उत्तराखण्ड।

चिकित्सा स्वास्थ्य एवं चिकित्सा शिक्षा विभाग देहरादून: दिनांक : 09 अक्टूबर, 2020

विषय:- “Standard Operating Procedures on preventive measures to contain spread of COVID-19 during festivities” & SOP on preventive measures to be followed in Entertainment Parks and similar places to contain spread of COVID-19.

महोदय,

उपर्युक्त विषयक आप विदित ही हैं कि कोविड-19 संक्रमण की रोकथाम हेतु पूर्व में समय-समय पर भारत सरकार एवं राज्य सरकार द्वारा दिशा-निर्देश निर्गत किए गए हैं। कोविड-19 के संक्रमण की रोकथाम एवं जनस्वास्थ्य के लिए भारत सरकार तथा राज्य सरकार द्वारा अथक प्रयास किये जा रहे हैं, जिसमें आपका सहयोग सराहनीय है। वर्तमान में चिकित्सा स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार द्वारा दिनांक 06 अक्टूबर, 2020 को “Standard Operating Procedures on preventive measures to contain spread of COVID-19 during festivities” एवं 08 अक्टूबर, 2020 को “SOP on preventive measures to be followed in Entertainment Parks and similar places to contain spread of COVID-19” दिशा-निर्देश निर्गत किये गये हैं, जिसकी प्रति संलग्न कर मुझे यह कहने का निदेश हुआ है कि उक्त दिशा-निर्देशों के अनुसार समुचित कार्यवाही करने का कष्ट करें।

संलग्नक : यथोपरि।

भवदीय,

(अमित सिंह नेगी)  
सचिव

संख्या-215 / पीएस / 2020 तददिनांक।

प्रतिलिपि:- निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

1. मुख्य सचिव, उत्तराखण्ड शासन के अवलोकनार्थ।
2. महानिदेशक, चिकित्सा स्वास्थ्य एवं चिकित्सा शिक्षा, उत्तराखण्ड शासन।
3. निदेशक, चिकित्सा शिक्षा विभाग, उत्तराखण्ड।
4. मिशन निदेशक, एनएचएम, देहरादून।
5. आईडीएसपी, एनएचएम, देहरादून।
6. चीफ ऑपरेशन ऑफिसर, राज्य कोरोना नियंत्रण सैल, उत्तराखण्ड।

(डॉ० पंकज कुमार पाण्डेय)  
सचिव(प्रभारी)

6<sup>th</sup> October, 2020

**Government of India  
Ministry of Health and Family Welfare  
Directorate General of Health Services  
(Emergency Medical Relief)**

**Standard Operating Procedures on preventive measures to contain spread of COVID-19 during  
festivities**

**1. Background**

The months of October to December are time for festivities that witness gatherings of large number of people in specified locations for religious worship, fairs, rallies, exhibitions, cultural functions, processions etc. These events may last a day or a week or more. To prevent spread of COVID-19 infection, it is important that necessary preventive measures are followed for such events.

**2. Scope**

This document outlines various generic precautionary measures to be adopted in addition to specific measures to be taken at locations to prevent spread of COVID-19. No festivity events as enumerated in para 1 above will be allowed in Containment Zones.

Persons above 65 years of age, persons with comorbidities, pregnant women and children below the age of 10 years are advised to stay at home. This applies to the event managers and staff as well.

The competent authority may implement additional measures within their jurisdiction as per their local assessment and in line with activities permitted by Ministry of Home Affairs (MHA) as per MHA orders issued under Disaster Management Act, 2005 from time to time.

**3. Administrative requirements**

The festivals, fairs, rallies, exhibitions, cultural functions, processions and plays/ concerts associated with these festivities are mass events. Hence the following administrative requirement are advised:

- i. Identify spatial boundaries and prepare a detailed site plan which would facilitate compliance with thermal screening, physical distancing, sanitization etc.
- ii. In case of events that run for days or weeks, the crowd density doesn't remain the same throughout and usually peaks around certain hours of the day and some previously known auspicious days. Planning for the event should specifically factor this so that crowds are regulated and managed to ensure physical distance and frequent sanitization.
- iii. In case of rallies and immersion processions the number of people should not exceed the prescribed limit and proper physical distancing and wearing of masks must be ensured. In any case, the number of such rallies and the distance covered by them may be kept within manageable limits.
- iv. Events such as rallies, and processions spread over long distances may require support of ambulance services.

- v. Events planned to last for many days or weeks such as exhibitions, fairs, puja pandals, ramlila pandals or concerts and plays should have adequate measures to ensure a cap on physical numbers. Staggered timings and restricted entry may be considered.
- vi. Volunteers should be appropriately stationed to ensure thermal scanning, physical distancing and wearing of masks.
- vii. The guidelines issued for theatre and cinema artists will apply to stage performers.
- viii. Adequate supplies of sanitizers, thermal guns and physical distancing floor markings to be ensured.
- ix. Pre-identification of space/ site in each event venue for isolation of suspect cases.
- x. Close circuit cameras etc. may be considered to monitor compliance of physical distance norms, wearing of masks at each venue.
- xi. In case of rallies and processions, route planning, identification of immersion sites, ensuring cap on numbers, physical distancing etc. must be planned beforehand and measures for enforcement outlined.
- xii. All events must plan for medical care arrangements with linkages to nearest hospitals to attend to health emergencies.

#### 4. **Generic preventive measures**

The generic preventive measures that include simple public health measures are to be followed to reduce the risk of COVID-19. These measures need to be observed by all; the event managers, the organizational staff and the public visiting the festivities and are as follows:

- i. Individuals must maintain a minimum distance of 6 feet in public places as far as feasible.
- ii. Use of face covers/masks to be mandatory.
- iii. Practice frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be made wherever feasible.
- iv. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
- v. Self-monitoring of health by all and reporting any illness at the earliest to State and District Helpline.
- vi. Spitting should be strictly prohibited.
- vii. Installation & use of Aarogya Setu App shall be advised to all.

#### 5. **All festivity events shall also ensure:**

##### a) Planning of events

- i. A plan should be prepared well in advance about conduct of each activity (religious places, rallies, processions, cultural shows, fairs etc.), with all relevant stakeholders including event organizers, business owners, market associations, etc.
- ii. Festive events shall be permitted only outside the Containment Zones. Organizers/staff/visitors from Containment Zones shall not be permitted. People residing inside Containment Zones may be encouraged to observe all festivals inside their homes and not move out.

- iii. Keeping in view the physical distancing norms, event sites should have adequate floor area and proper markings at all locations which are likely to be visited by public.
- iv. Adequate manpower shall be deployed/ arranged by the organizers to ensure observance to physical distancing norms and other preventive measures at all times.
- v. Appropriate arrangements for personal protection gears like face covers/masks, and other logistic like hand sanitizers, soap, sodium hypochlorite solution for sanitizing frequently touched surfaces etc. shall be made available by event organizers/business owners for their staff as per requirements.
- vi. Adequate number of ticket counters shall be planned to facilitate compliance with physical distancing norms.
- vii. Event organizers/business owners may make suitable provisions for contact less payment.
- viii. A simple do's and don'ts advisory may be circulated / displayed prominently at each event venue.
- ix. Posters/standees/AV media on preventive measures from COVID-19 must be displayed prominently at the event sites.
- x. All event managers shall brief the stall owners/staff on the Standard Operating Procedures of Ministry of Health and Family Welfare in the context of COVID.
- xi. The event sites should have a designated isolation room/ space for isolating any person found symptomatic during events/shows/rallies, till such time that medical help is available.

b) Entry and exit to the event site

- i. Preferably multiple and separate entry and exits for visitors shall be ensured. The structure/space/venue for the event must also ensure adequate natural cross-ventilation.
- ii. Entrances to have mandatory hand hygiene and thermal screening provisions.
- iii. Only those staff and visitors who are free of symptoms shall be allowed inside the venue.
- iv. Anyone found symptomatic during thermal screening should be politely refused entry and advised to seek immediate medical care.
- v. All staff and visitors to be allowed entry only if using face cover/masks. The face cover/mask has to be worn by all at all times while in public places.
- vi. Physical distance of a minimum of 6 feet, when queuing up for entry and inside the venue as far as feasible. Specific marking for the purpose may be done.
- vii. Proper crowd management inside and outside premises like parking lots, waiting areas, stalls and eateries etc. — duly following physical distancing norms shall be ensured.
- viii. For entry into the religious places, shoes / footwear to be preferably taken off inside own vehicle. If needed they should be kept in separate slots for each individual / family by the persons themselves.

c) Movement within the event venue

- i. The number of visitors inside the event venue shall be restricted in accordance with the order issued by Ministry of Home Affairs from time to time.
- ii. Seating arrangement in the panduals, food courts, shows etc. must ensure adequate physical distancing. Any shops, stalls, cafeteria etc., outside and within the premises too shall follow physical distancing norms at all times.
- iii. Arrangements for safe drinking water, if required, should be made (preferably with provision for disposable cups/glasses) in the event premises.
- iv. For air-conditioning/ventilation, the guidelines of CPWD shall be followed which emphasize that the (i) temperature setting of all air conditioning devices should be in the range of 24-

30°C, (ii) relative humidity should be in the range of 40- 70%, (iii) re-circulation of air to be avoided to the extent possible, (iv) intake of fresh air should be as much as possible and (v) cross ventilation should be adequate.

- v. In religious places, touching of statues/idols / holy books etc. shall not be allowed.
- vii. In view of potential threat of spread of infection, as far as feasible recorded devotional music/songs may be played and choir or singing groups should not be allowed.
- viii. Community kitchens/langars / “Ann-daan”, etc. at event venue should follow physical distancing norms while preparing and distributing food.
- ix. Community kitchen managers and business owners of food outlets to ensure adherence to highest level of personal and environmental hygiene all the time, especially at the time of preparing, serving /eating meals and after disposal.

d) Sanitation and Hygiene

- i. Effective and frequent sanitation within the premises shall be maintained with particular focus on commonly touched surfaces/areas including lavatories, drinking and hand washing stations/areas.
- ii. Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (doorknobs, elevator buttons, handrails, que barricades, seats, benches, washroom fixtures, etc.) to be made mandatory in all public utility common areas.
- iii. Visitors and staff should be advised to dispose of used face covers / masks in covered bins available at the premises. The waste thus generated may be disposed of in accordance with the hazardous waste disposal guidelines.

e) SOP to be followed in case of a suspect case or person who develops symptoms during the conduct of the event

- iv. Place the ill person in a room or area where they are isolated from others.
- v. The person will remain isolated while wearing a mask/face cover till such time he/she is examined by a doctor.
- vi. If symptoms deteriorate, inform the nearest medical facility (hospital/clinic) or call the State or District Helpline.
- vii. A risk assessment shall be undertaken by the designated public health authority (district RRT/treating physician) and accordingly further action be initiated regarding management of case, his/her contacts and need for disinfection.
- viii. Disinfection of the premises to be taken up if the person is found positive.

8<sup>th</sup> October, 2020

**Government of India  
Ministry of Health and Family Welfare  
(EMR Division)**

**SOP on preventive measures to be followed in Entertainment Parks and similar places to contain spread of COVID-19**

**1. Background**

Entertainment Parks and similar places are frequented by a large number of people for leisure and entertainment. To prevent spread of COVID-19 infection, it is important that required physical distancing and other preventive measures are followed in these places.

**2. Scope**

This document outlines various generic precautionary measures to be adopted in addition to specific measures to be ensured at Entertainment Parks and similar places to prevent spread of COVID-19. Entertainment Parks and similar places in Containment Zones shall remain closed. Only those outside Containment Zones will be allowed to reopen.

The authority with appropriate jurisdiction may consider implementing additional measures as per their local assessment and in line with activities permitted by Ministry of Home Affairs (MHA) as per MHA orders issued under Disaster Management Act, 2005 from time to time.

**3. Promoting COVID appropriate behaviour**

Simple public health measures are to be promoted to reduce the risk of spread of COVID-19 infection. These measures are to be observed by all (staff and visitors) in these places at all times.

These include:

- i. Physical distancing of at least 6 feet to be followed as far as feasible.
- ii. Use of face covers/masks to be made mandatory.
- iii. Practice frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be made wherever feasible.
- iv. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
- v. Self-monitoring of health by all and reporting any illness at the earliest to State or District helpline.
- vi. Spitting shall be strictly prohibited.
- vii. Installation & use of Aarogya Setu App shall be advised to all.

**4. Protecting the vulnerable population**

- i. Persons above 65 years of age, persons with comorbidities, pregnant women and children below the age of 10 years are advised to stay at home. Entertainment Park management to advise its clients accordingly.
- ii. Employees who are at higher risk i.e. older employees, pregnant employees and employees who have underlying medical conditions must take extra precautions. They

should preferably not be exposed to any front-line work requiring direct contact with the public.

## **5. Providing and maintaining healthy environment at Entertainment Park and similar places**

- i. Prior to resumption of activities, all work areas, public utility areas and open spaces (including but not limited to rides, museums, gardens, food courts, gift shops, theatres, etc.) shall be sanitized with 1% Sodium Hypochlorite solution. Thereafter this will be done on a regular basis. Detailed guidelines are available at: <https://www.mohfw.gov.in/pdf/Guidelinesondisinfectionofcommonpublicplacesincludingoffices.pdf>.
- ii. Cleaning and regular disinfection (using 1% Sodium Hypochlorite solution) of frequently touched surfaces (door knobs/handles, elevator buttons, hand rails, slides, chairs, tabletops, benches, washroom fixtures, etc.) and floors, walls etc. to be done before opening of Entertainment Park, at the end of the day and at other appropriate times.
- iii. Provisions to be made for multiple hand washing stations and hand sanitizers for the use of public. Provision of soap in toilets and hand sanitizers in other common areas in sufficient quantity must be ensured.
- iv. Deep cleaning of all drinking and hand washing stations, washrooms, showers and lavatories shall be ensured.
- v. Visitors and employees should be advised to dispose of used face covers / masks in separate covered bins placed in common areas.
- vi. Swimming Pool (wherever applicable) shall remain closed.
- vii. Water themed Entertainment Parks and water rides shall ensure adequate and regular water filtration and chlorination as per laid down standards.
- viii. Staggered timing and regulation of physical numbers on these rides be ensured.
- ix. Theatres will only allow 50% of seating capacity duly ensuring physical distancing norms.

## **6. Planning for operations, scheduling and monitoring of activities**

### **6.1 Physical distancing**

- i. For ensuring physical distancing inside and outside the premises, specific markings on the floor may be made. Similarly, physical distancing shall also be maintained in office areas and common utility areas.
- ii. There will be queue management inside and outside the premises. Enough personnel will be deployed to monitor the queue and physical distancing.
- iii. Lockers for staff and visitors will remain in use; physical distancing and regular disinfection to be maintained.

### **6.2 Crowd management**

- i. The crowd density does not remain the same throughout and usually peaks on weekends and holidays. Planning should specifically factor-in requirement for these peak days.
- ii. Provision for online tickets must be encouraged.
- iii. The tickets sold shall be commensurate with the floor area per person that is required for fulfilling the physical distancing norms. Accordingly, entry to the Entertainment Park shall be regulated.
- iv. Entry of visitors with tickets to be monitored to ensure that the number of visitors inside the Entertainment Park at any given time doesn't exceed the permissible limit.
- v. CCTV monitoring shall be ensured to detect crowding at any Rides or Food Court etc.

- vi. For those who reach the Entertainment Park without online ticket or where facility of on-line ticketing does not exist, adequate number of ticket counters shall be planned duly ensuring physical distancing norms.
- vii. A simple do's and don'ts Advisory may be distributed at the time of issue of tickets/passes or may be printed on the tickets itself. Do's and Don'ts also to be displayed at vantage points.
- viii. The park management may make suitable provisions for contact-less payment.

#### 6.3. Ensuring ventilation

- i. As far as feasible, natural ventilation must be ensured and use of small enclosed spaces must be discouraged.
- ii. Circulation of outdoor air needs to be increased, as much as possible, by opening windows and doors, using fans, or other methods.
- iii. For air-conditioning/ventilation, of closed enclosures, the guidelines of CPWD shall be followed which emphasizes that the temperature setting of all air conditioning devices should be in the range of 24-30<sup>0</sup>C, relative humidity should be in the range of 40-70%, intake of fresh air should be as much as possible and cross ventilation should be adequate. Air handling unit needs to be cleaned prior to switching on.

#### 6.4. Making available COVID related supplies

- i. Appropriate arrangements for personal protection devices like face covers/masks, and other logistics like hand sanitizers, soap, sodium hypochlorite solution (1%) etc. shall be made available by management for their employees as per requirements.
- ii. Provide an adequate supply of calibrated thermal guns.
- iii. Ensure availability of covered dustbins and trash cans in sufficient numbers to manage waste as per CPCB guidelines (available at: [https://cpcb.nic.in/uploads/Projects/Bio-Medical-Waste/BMW-GUIDELINES-COVID\\_1.pdf](https://cpcb.nic.in/uploads/Projects/Bio-Medical-Waste/BMW-GUIDELINES-COVID_1.pdf))

#### 6.5. Creating awareness

- i. The mobile application or web site of the Entertainment Park must display preventive measures for COVID-19.
- ii. The website/ Mobile application shall inform the visitors on self-monitoring of health and not to visit the park if suffering from symptoms of Covid-19.
- iii. Provisions must be made for display of Posters/standees/AV media on preventive measures against COVID-19 at prominent places in the Entertainment Park.
- iv. Recorded messages on precautionary measures and COVID appropriate behaviour may be played.
- v. Display State helpline numbers and also numbers of local health authorities at prominent places.

### 7. Maintaining Healthy operations

#### 7.1. At the entry point and exit.

- i. Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions.
- ii. Multiple gates/separate gates, if feasible, should be used for entry and exit.



- iii. Only asymptomatic persons (managerial staff, employees, visitors) to be allowed in the premises.
- iv. Management staff, employees and visitors living in containment zones shall not be allowed entry in entertainment park and other similar places.
- v. All employees/visitors to be allowed entry only if using face cover/masks. The face cover/mask has to be worn at all times inside the entertainment park.
- vi. Staggering of visitors to be done for maintaining physical distancing of a minimum of 6 feet, when queuing up at the time of entry and for rides etc.
- vii. Proper queue management shall be followed at the ticket counters, the parking lots, in corridors and in elevators – duly following physical distancing norms shall be organized.
- viii. Valet parking, if available, shall be operational with operating staff wearing face covers/ masks as appropriate. A proper disinfection of steering, door handles, keys, etc. of the vehicles should be taken up, before taking over and handing over the vehicle.

7.2. Within the premises of the entertainment park complex.

- i. Seating arrangement to ensure a distance of 6 feet between chairs, benches, etc.
- ii. Staggering of visitors for different rides to be done, to allow for adequate physical distancing.
- iii. Number of people in the elevators shall be restricted, duly maintaining physical distancing norms.
- iv. Use of escalators with one person on alternate steps may be encouraged.

7.3. During rides

- i. Disinfect the common touched surfaces of the ride equipment, before commencing the ride.
- ii. Visitors shall sanitize their hands before and after using the rides. For such purpose hand sanitizer should be provided at the entry and exit of ride stations etc.
- iii. Ensure physical distancing in rides.

7.4. Activities in common areas – Souvenir Shops, stalls, cafeteria, food courts, changing rooms, showers, etc.

- i. Adequate crowd and queue management to be ensured.
- ii. In food courts and restaurants, not more than 50% of seating capacity to be permitted.
- iii. The seating arrangement should ensure adequate physical distancing.
- iv. Food court staff / waiters should wear mask and hand gloves and take other required precautionary measures.
- v. Contactless mode of ordering and digital mode of payment to be encouraged.
- vi. Tables to be sanitized each time customer leaves.
- vii. In the kitchen, the staff should follow physical distancing norms at workplace.

**8. Reporting of a suspect or confirmed case in the premises:**

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