



**GOVERNMENT OF KERALA**

**Abstract**

Health & Family Welfare Department - Constitution of COVID19 Cells in various Departments - Orders issued.

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**HEALTH & FAMILY WELFARE(F) DEPARTMENT**

**G.O.(Rt)No.580/2020/H&FWD**

Dated, Thiruvananthapuram, 16/03/2020

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**ORDER**

WHO has declared the COVID-19 epidemic affecting countries as a Pandemic. Due to the inflow of persons from affected countries, Kerala state has strengthened the surveillance and control measures against the disease.

We are having Committee structures at the Health Institutions, District Administration and State level.

In order to ensure coordinated response in the line departments also we should have COVID 19 Cell and they should have their officers in the team.

The Department of Revenue – SDMA and Department of Police are having their specific Cells already established.

The District Collectors are overall incharge of activities at the district level.

The Department of Police may issue their specific guidelines to be followed by the Police Department.

In order to ensure well coordinated inter department coordination and department wise response to control and prevent COVID-19 epidemic in the State, the Government is pleased to issue the following orders:

1. All the Departments shall constitute COVID -19 Cell under the chairmanship of the respective Addl Chief Secretary, Prl Secretary and Secretary with all Heads of the Departments as members. They may co-opt officers of their department to take follow up actions.
2. Apart from the above it is instructed to constitute a COVID-19 Cell at the Directorate level by all the Departments.
3. The respective Heads may take appropriate decision whether they would constitute COVID-19 Cell at Secretariat level only or at Heads of the Department level also.
4. All the department related issues and coordination issues may be handled by the COVID-19 Cells of the respective Departments.
5. Appropriate measures should be taken by all line departments to spread the information, education and communication on COVID -19 and related advisories issued by the Health Department Government of Kerala.

All the advisories issued are available in **<http://dhs.kerala.gov.in>**

6.Any health related issues to be referred to controlroomdhsKERALA@gmail.com.

7.All COVID-19 Cells shall take an awareness generation campaign on – “Break the chain”. This is an innovative campaign initiated by Health Department GoK to ensure personal hygiene by providing facility for hand washing with soap and water or if not available hand sanitiser at the entry point of any institution or establishment to protect self and community from COVID -19 infection. As per the advisory anyone entering the area shall wash their hands with soap and water or hand sanitiser for 20 seconds.

8 The Committee should be constituted by all Departments, however for some of the major departments for clarity the following Roles and responsibilities indicated. The list is indicative and not exhaustive.

The respective departments may give a daily or day specific report to the Chief Secretary. A copy may be marked to control room COVID 19 over **[keralasecretariatcoordination@gmail.com](mailto:keralasecretariatcoordination@gmail.com)**

9. All Departments should identify a Nodal person and communicate their contact information with name, mobile number and email id to keralasecretariatcoordination@gmail.com at the earliest for further communication.

The duties and responsibilities of the committee in some of the departments is as detailed below. ( The list is indicative)

SI No	Name of the Department	Roles and responsibilities
1.	Transport Department	<ul style="list-style-type: none"> <li>• Liaison with Transport Department GoI, all Airports, Sea port, Railways and Road transport.</li> <li>• Liaison with all Airlines</li> <li>• Logistic arrangements at these places as per the situation.</li> <li>• Sensitize all Auto, Taxi and Public Transport drivers on Personal and Environmental Hygiene practices as advised by the Health Department.</li> </ul>

2.	<b>Tourism Department</b>	<ul style="list-style-type: none"> <li>• Liaison with Tourism Department GoI, Travel Tour Operators, Hotels, Tourist and airlines to facilitate travel of tourist back home.</li> <li>• The COVID -19 cell should ensure that proper sensitisation of all relevant stakeholders including Hotels, Home stays, Travel agents, Tourist Centers, Tourists on recent information regarding quarantine and travel advisories at least on a daily basis.</li> <li>• Line list of the Tourists with recent Travel History shall be collected and informed to District COVID Cell.</li> <li>• The Hotels and Homestays should ensure that the inmates are following travel advisories. Any defaulters shall be intimated to the District Coronal control cell without any delay.</li> </ul>
3.	<b>Higher Education Department</b>	<ul style="list-style-type: none"> <li>• Examine the issues and take appropriate actions, if any health related remarks are needed that can be taken up with State Health RRT.</li> <li>• Take appropriate decision regarding entrance tests, exams etc.</li> </ul>

4.	<b>General Education</b>	<ul style="list-style-type: none"><li>• Examine the issues and take the actions. If there are any remarks are needed take up with the State Health RRT.</li><li>• The Education Department should strictly enforce the advisories issued with regard to COVID-19 by all Education centers in Government, Private and unorganised sectors.</li><li>• The students on home quarantine/isolation/Treatment shall be allowed to avail Medical leave for the period.</li><li>• Take appropriate decision regarding exams etc.</li></ul>
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5.	<b>LSGD</b>	<ul style="list-style-type: none"> <li>• The LSGD has issued elaborate GO instructing all LSGI to take actions.</li> <li>• The LSGD are playing a major role at the field level and at the District level and getting sorted out then and there.</li> <li>• Identification of the places to isolate people.</li> <li>• Inform the people coming from abroad</li> <li>• Provide psychosocial support to families under isolation.</li> <li>• Provide food provisions to the families under isolation.</li> <li>• Appropriate measures to be taken to make the public aware of the recent Health Advisories issued by the Government/Health Department.</li> <li>• Any information on defaulters of home quarantine may be reported to the district coronal cell for appropriate action and proper sensitization to be done to adhere to the advisory.</li> </ul>
6.	<b>Civil Supplies</b>	<ul style="list-style-type: none"> <li>• The food provisions, sufficient stocking, market surveillance.</li> <li>• Those who are on home quarantine and miss the rations for the period may be allowed to take it in the subsequent month.</li> <li>• Provide support to District administration and Panchayath administration regarding food provisions.</li> </ul>

7	<b>Food Safety</b>	<ul style="list-style-type: none"> <li>• Shall ensure proper food hygiene is practiced in all Hotels, restaurants, Juice Shops, Bakeries, and Cafeteria on advisories issued by the Health Department.</li> <li>• Strict action shall be taken against the defaulters.</li> <li>• Appropriate IEC shall be carried out among the food handlers on personal and environmental hygiene.</li> </ul>
8	<b>Kerala State Electricity Board</b>	No fines or disconnection shall be imposed on defaulters of payment of bills and under Home quarantine/Isolation at hospital/Treatment.
9	<b>Kerala Water Authority</b>	No fines or disconnection shall be imposed on defaulters of payment of bills and under Home quarantine/Isolation at hospital/Treatment for COVID-19
10	<b>Women and Child Development Department</b>	Should work in coordination with the Health Department in dissemination of IEC and other activities in the community.

11	<b>Department of IT</b>	<ul style="list-style-type: none"> <li>• Back support as per the requirement by various Department for doing ITeS.</li> <li>• Intra department other awareness activities</li> <li>• Awareness activites</li> <li>• Innovative Social media campaign</li> <li>•</li> </ul>
12	<b>PR&amp;I Department</b>	

(By order of the Governor)

**TOM JOSE**

**CHIEF SECRETARY**

To:

Transport Department

Tourism Department

Water Resource Department

Power Department

Higher Education Department

General Education Department

Local Self Government Department

Civil Supplies Department

Food Safety Department

Kerala State Electricity Board

Kerala Water Authority

Women and Child Development Department

Department of Museums, Archaeology & Archives.

Information & Public Relations (Web & Newmedia) Department

All other Departments

Stock file/Office Copy



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Date: 2020.03.18 15:20:14 IST  
Reason: Approval

Section Officer