Date Bound

Haryana Government
Chief Secretary's Office
Political & Parliamentary Affairs Department
No 41/14/2016-5Pol
Dated Chandigarh 04th April, 2020

To

1. The Additional Chief Secretary to Govt., Haryana & Financial Commissioner, Revenue & Disaster Management Department.
2. The Additional Chief Secretary to Government, Haryana, Home Department.
3. The Additional Chief Secretary to Government, Haryana, Agriculture & Farmer welfare Department.
4. The Additional Chief Secretary to Government, Haryana, Food & Supplies Deptt Department.
5. The Additional Chief Secretary to Government, Haryana, Medical Education & Research Deptt Department.
6. The Additional Chief Secretary to Government, Haryana, Power Department.
7. The Additional Chief Secretary to Government Haryana, Women & Child Development Department.
8. The Additional Chief Secretary to Government, Haryana, Urban Local Bodies Department.
9. The Additional Chief Secretary to Government, Haryana, Health & Family Welfare & PW (B&R) and Architecture Department.
11. The Principal Secretary to Government, Haryana, Development & Panchayats Department.
12. The Principal Secretary to Government, Haryana, Excise & Taxation and Transport Department.
13. The Principal Secretary to Government, Haryana, Social Justice & Empowerment Department, Haryana.
14. The Principal Secretary to Government, Haryana, Sainik and Ardh Sainik Welfare Department, Haryana.
15. The Principal Secretary to Government, Haryana, Labour Department, Haryana.
16. The Director General of Police, Haryana.
17. The Secretary to Government, Haryana, Personnel Department.
18. The Director General Health Services Haryana.

Subject:- Minutes of the meeting of Crisis Coordination Committee held on 04.04.2020 at 12:00 Noon through Video Conference regarding COVID-19 Disease.

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Sir/Madam,

I am directed to address you on the subject noted above and to send herewith a copy of the minutes of meeting of Crisis Coordination Committee (CCC) held on 04.04.2020 at 12:00 Noon under the Chairpersonship of Chief Secretary Haryana through Video-Conference in the Main Committee Room, 4th Floor, Haryana Civil Secretariat, Chandigarh regarding COVID-19 Disease for immediate necessary action on the issues pertaining to their respective department.

Yours faithfully,

[Signature]
Deputy Secretary Political
for Chief Secretary to Government, Haryana.

Dated Chandigarh the 4th April, 2020

Endst No 41/14/2016-5Pol
A copy alongwith the minutes of the meeting is forwarded to All the Administrative Secretaries to Government Haryana for information and necessary action.

[Signature]
Deputy Secretary Political
for Chief Secretary to Government, Haryana.

Dated Chandigarh the 4th April, 2020

Endst No 41/14/2016-5Pol
A copy, alongwith the minutes of the meeting is forwarded to all the Deputy Commissioners in the State of Haryana for information and necessary action.

[Signature]
Deputy Secretary Political
for Chief Secretary to Government, Haryana.

Contd.P/2
Endst No 41/14/2016-SPol

A copy along with the minutes of the meeting is forwarded to District Officers- In-Charge in all the districts in the State of Haryana for planning, coordination and monitoring the implementation of all activities for the prevention and control of spread of COVID-19 for information and necessary action please.

Deputy Secretary Political,
for Chief Secretary to Government, Haryana.

Endst No 41/14/2016-SPol

A copy, along with the minutes of the meeting is forwarded to all the Nodal Officers for monitoring of issues pertaining to their respective departments during the LOCKDOWN period on account of COVID-19 Haryana for necessary action with regard to decision taken at Sr. No.11 of the minutes of the meetings please.

Deputy Secretary Political,
for Chief Secretary to Government, Haryana.

CC: Private Secy/CS
PS/SPS
Minutes of the Video-Conference meeting of Crisis Coordination Committee (CCC) held at 12 p.m. on 4th April 2020 in Main Committee Room, Haryana Civil Secretariat, Chandigarh and Video conferencing under the Chairpersonship of Chief Secretary, Haryana.

The list of officers who attended the meeting is placed at Flag A.

After discussion regarding situation existing in state regarding COVID-19, the following decisions were taken:

1) 4th Addendum dated 03.04.2020 to the Consolidated Guidelines on COVID-19 issued by MoHA, GoI be strictly implemented as per which the shops of agriculture machinery, its spare parts (including its supply chain), its repairs, and shops for truck repairs on highways, preferably at fuel pumps are to be allowed to remain open. (Action: ACS Home, DCs)

2) Health department briefed about the total cases of COVID-19 reported and those found positive. Strategy for Nuh district was discussed in detail. The 600-beded Shaheed Hasan Khan Mewati Govt. Medical College & Hospital, Nalhar be declared as COVID-19 only hospital and the patients presently in its trauma centre be shifted to private/ Govt. hospitals in Nuh, G H Mandikhera Hospital in Nuh and in private hospitals in adjoining districts. SHKMGMC Hospital, Nalhar and ESIC Hospital, Faridabad and the other COVID-19 hospitals/ isolation wards in all districts should be strengthened in terms of availability of oxygen supply for medical purposes, ventilators, PPEs, specified masks, hand sanitizers, etc. Availability of Police force be strengthened in all districts and be utilized optimally. Action Taken Report (ATR) be submitted regularly. (Action: ACS Home, ACS ME&ER, ACS Health and DCs)

3) Returnees from Tabligui Jamaat/ Nizamuddin Markaz & other foreign returnees and the persons with whom all these have been in contact be checked and quarantined urgently. Hot-spots & potential hot-spots be identified for COVID-19 management, especially the districts Gurugram, Faridabad and Nuh. Separate data for COVID-19 positive/ negative cases be sent by all districts in respect of returnees from Tabligui Jamaat/ Nizamuddin Markaz.

4) All DCs must ensure that a comprehensive & detailed "District Level Crisis Management Plan for COVID-19" is prepared for their respective districts by taking
guidance from the 'Containment Plan for Large Outbreaks of COVID-19', the 'Cluster Containment Plan COVID-19', the 'Model Micro Plan for Containing Local Transmission of COVID-19', and the 'Checklist/Template' provided by MoHFW, GoI, while duly ensuring that required resources are in place for such an operation. The District Level Crisis Management Plan for COVID-19 prepared as above be sent by all DCs to CS office.

Deputy Commissioner is the nodal person for all preparedness and response activities within his jurisdiction, for identifying key issues (logistics, legal, technical and resources), and addressing them for implementing containment operations. Deputy Commissioner will hold regular meetings with health functionaries, DDMA, Revenue, PWD, Forest, Education and Panchayati Raj/ Local Self Governance Departments where the COVID-19 containment/ management 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/ Management Plan and Guidelines. (Action: ACS Home, ACS Health and DCs)

5) A 'Consolidated Plan of Action on preparedness against COVID-19' be sent to CS office. (Action: ACS ME&R, ACS Health)

6) A survey be conducted in the Dharamshalas to check the sadhus/ ascetics who have taken shelter therein and ensure that social distancing, sanitation and proper hygiene practices are followed. (Action: ACS Home, ACS Health and DCs)

7) Testing kits, PPEs, masks, sanitizers and other essential medical equipments be procured on emergent basis by Health dept so that they are available sufficiently for the usage of high risk groups of medical staff and other officials. (Action: ACS Health and ACS Finance)

8) COVID-19 only hospitals be notified on priority. Action Plan in various districts should be prepared. (Action: ACS ME&R and ACS Health)

9) Rapid testing and random sampling be taken up. (Action: ACS ME&R and ACS Health)

10) Proposals in respect of private labs that have been readied as per ICMR guidelines/ norms be sent to CS office. (Action: ACS ME&R, ACS Health, DCs)
11) Action Taken Reports (ATRs) on various issues/ directions issued vide minutes of previous meetings of Crisis Coordination Committee w.r.t. COVID-19 be sent to CS office by all concerned from all districts including (i) Benefits given under Pradhan Mantri Garib Kalyana Yojana, (ii) Benefits given to labourers/ migrants (iii) Action taken against incidents of fake news (iv) Procurement & availability of grains (v) Identification & engagement of exserviceman, medical personnel, retired medical personnel and AYUSH medical personnel (vi) Identification & engagement of NCC volunteers / NSS cadets (vii) Online training regarding COVID-19 management to the identified persons (viii) Formation & operationalization of District Crisis Management Group (ix) Arrangements for convenient stay and safety of health personnel involved in COVID-19 (x) Operationalizing Mobile OPDs (xi) Operationalizing Mobile ATMs (xii) Engagement of Integrated Surveillance Officers (xiii) Strict vigil in slums to prevent the spread of COVID-19 (xiv) Tracking of returnees from Tabligi Jamaat/ Nizamuddin Markaz and persons with whom the returnees have been in contact with and their quarantining (xv) Intensive use of Telemedicine (xvi) Redressal of complaints regarding food supply (xvii) Data on managing old-age homes & orphanages during COVID-19 (xviii) Data on management of relief camps/ shelter homes during COVID-19 for migrant labourers (xix) Lists of NGOs for assistance in management of COVID-19 (xx) Tracking of foreign returnees in all districts (xxi) Reports on crop cutting experiments (xxii) Duty rosters of medical & para medical staff. (Action : All Admn Secys, District Officers-in-Charge, Nodal Officers and DCs).

12) Rates of various essential items be capped and the capped rates of essential items like vegetables, pulses, milk, edible oil etc be widely circulated/ publicised every day so that the public and retailers are made aware of it and there is no violation of the same. (Action : ACS F&S and DCs)

13) Number of Relief Camps/ Shelter Homes be increased as per requirements and should be monitored closely to ensure that they have all basic amenities like food, water supply, toilets and medicine etc. Human resources be utilized optimally in Relief Camps/ Shelter Homes while ensuring social distancing, sanitation and proper hygiene practices. Both Government machinery and NGOs be geared up to provide all necessary support including supply of cooked food to all needy for which funds
have already been made available to the DCs. Community Kitchens be started by all districts and a date-wise report on the number of persons who have been served with cooked food till date be sent to FCR and CS office by today, and thereafter the report be sent to FCR and CS office on a daily basis. **(Action : FCR and DCs)**

14) Only domestic lights/ appliances should be closed at 9 p.m. on 09.04.2020. Emergency lights/ appliances could continue to be used. **(Action : ACS Power and DCs)**

15) Salaries, Pension and other payments are soon to be released through the bank branches. A staggered schedule has been given for which separate instructions have been issued which need to be followed for release of benefits under various PM and CM relief schemes. Similar staggering would be used for payment of salary, pension and social security payment. It is to be ensured that beneficiaries visit bank branches in a manner that crowding is prevented and a system of queues/ coupons be devised and publicized to ensure social distancing. **(Action : ACS Finance, DCs, ADCs)**

Meeting ended with Thanks to the Chair.