

PROCEEDINGS OF THE CHAIRMAN DDMA AND  
DISTRICT COLLECTOR, ERNAKULAM  
(PRESENT : S.SUHAS, IAS)

No. D2-3804/2020

dated 23.04.2020

Sub:- Covid 2019- Containment activities – revised Consolidated guidelines – Orders issued.

Ref:- Order No.G.O(MS)No.78/2020/GAD Dated 17.04.2020

As per order cited Ernakulam District is placed in **Orange A category** having **lock down till 24.04.2020** and partial relaxation thereafter. Revised Consolidated guidelines for the containment activities of covid – 19 is issued as per order cited above. The government of Kerala has also identified certain Hotspots in the district which will continue under lock down and will be updated subsequently. Further more specific guidelines on Hotspot regulation will be issued by concerned incident commanders.

In exercise of powers conferred Under Section 30(2) v Section 33, Section 51(b) of Disaster Management Act 2005, as Chairman DDMA, I hereby entrust District Level Officers/Department Heads in District to take action as per the guidelines enclosed.

Chairman DDMA & District Collector





1. With the extension of the lockdown period, the following activities will continue to remain prohibited across the state until 3rd May, 2020 including red districts; duly following the SOPs outlined by Govt. of India.
  - 1.1 All domestic and international air travel of passengers, except for movement, inter and intra state of all medical and veterinary personnel, scientists, nurses, para-medical staff, lab technicians, mid-wives and other hospital support services including ambulances and security purposes.
  - 1.2 All passenger movement by trains, except for security purposes.
  - 1.3 Inter district public transport of all kinds.
  - 1.4 Metro rail services.
  - 1.5 Inter-district and inter-state movement of individuals except for medical reasons or for activities permitted under these guidelines
  - 1.6 All educational, training, coaching institutions and other similar establishments.
  - 1.7 All industrial and commercial activities other than those specifically permitted under these guidelines.
  - 1.8 Hospitality services other than those specifically permitted under these guidelines.
  - 1.9 Taxis including auto rickshaws and services of cab aggregators.
  - 1.10 All cinema halls, malls, shopping complexes, gymnasiums, sports complexes, swimming pools, entertainment parks, theatres, bars, auditoria, assembly halls and similar places.
  - 1.11 All social/ political/ sports/ entertainment/ academic/ cultural/ religious functions/ other gatherings.
  - 1.12 All religious places/ places of worship shall be closed for public. Religious congregations are strictly prohibited.
  - 1.13 In case of funerals and weddings, congregation of more than twenty persons will not be permitted.

In addition, borders of the Red districts and hotspots (panchayat/village) would be sealed with a maximum of two entry/exit point for supply of essential goods and services.

2. Selected permitted activities allowed with effect from: 24th April except the hotspot areas within districts; duly following the SOPs outlined by Govt. of India.
  - 2.1 All health services (including AYUSH) to remain functional, such as:
    - 2.1.1 Medical laboratories and collection centers
    - 2.1.2 Pharmaceutical and medical research labs, institutions carrying out COVID related research.
    - 2.1.3. Veterinary hospitals, dispensaries, clinics, pathology labs, sale and supply of vaccine and medicine.
    - 2.1.4 Authorized private establishments, which support the provisioning of essential services, or efforts for containment of COVID-19, including home care providers, diagnostics, and supply chain firms serving hospitals.
    - 2.1.5 Manufacturing units of drugs, pharmaceuticals, medical devices, medical oxygen, their packaging material, raw material and intermediates.
    - 2.1.6. Construction of medical/ health infrastructure including manufacture of ambulances.
    - 2.1.7 Movement, inter and intra state, including by air of all medical and veterinary personnel, scientists, nurses, para-medical staff, lab technicians, mid-wives and other hospital support services, including ambulances.
    - 2.1.8 Pre-monsoon sanitation and preventive activities by Health department and local bodies.
  - 2.2. All agricultural and horticultural activities:**
    - 2-2.1. Farming operations by farmers and farm workers in field.
    - 2.2.2. Agencies engaged in procurement, marketing and sale of agriculture horticulture/floriculture products, including Minimum Support price (MSP) operations.
    - 2.2.3 All cooperative societies engaged in agriculture activities and all wholesale markets (urban & rural) managed by Department of Agriculture Development & Farmers' Welfare.



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- 2.2.4. Shops of agriculture machinery, its spare parts (including its supply chain) and repairs.
  - 2.2.5. Custom Hiring Centers (CHC) related to farm machinery.
  - 2.2.6. Manufacturing, distribution and retail of fertilizers, pesticides, seeds, organic manure including compost.
  - 2.2.7. Movement, inter and intra state, of harvesting and sowing related machines combined harvester and other agriculture/ horticulture implements.
  - 2.2.8. Manufacture and movement of processed agriculture produce and kinds of cooking oil including coconut oil.
  - 2.2.9. Movement, inter and intra state, of fruits and vegetables.
  - 2.2.10. Local processing/value addition units in respect of agriculture produces and food grains including rice mills.
  - 2.2.11. Pre-monsoon preparations for farming.
  - 2.2.12. Collection, harvesting and processing of Minor Forest Produce (MFP)/Non Timber Forest Produce (NTFP) by scheduled tribes and other forest dwellers in forest areas.

### 2.3. Fisheries:

- 2.3.1. Operations of the fishing (marine and inland)/ aquaculture industry, including feeding & maintenance, harvesting, processing, packaging, cold chain, sale and marketing.
- 2.3.2. Hatcheries, feed plants, commercial aquaria.
- 2.3.3. Movement of fish/ shrimp and fish products, fish seed/ feed and workers for all these activities.

### 2.4. Plantations:

- 2.4.1. Operations of tea, coffee, cardamom and rubber plantations with a maximum of 50% workers.
- 2.4.2. Processing, packaging, sale and marketing of tea, coffee, cardamom, rubber and cashew, with maximum of 50% workers.
- 2.4.3. Bamboo, coconut, areca nut, cocoa, spices plantation and their harvesting,

## 2.5. Animal husbandry:

- 2.5.1. Collection, processing, distribution and sale of milk and milk products by milk processing plants, including transport and supply chain.
- 2.5.2. Operation of animal husbandry farms including poultry farms & hatcheries and live stock farming activity.
- 2.5.3. Animal feed manufacturing and feed plants, including supply of raw material, such as maize and soya.
- 2.5.4. Operation of animal shelter homes.
- 2.5.5. Movement of poultry/poultry products.

## 3. Financial sector:

- 3.1. Reserve Bank of India (RBI) and RBI regulated financial markets and entities like NPCI, CCIL, payment system operators and stand alone primary dealers, financial institutions of Govt. of Kerala and Cooperative banks.
- 3.2. Bank branches and ATMs, IT vendors for banking operations, Banking Correspondents (BCs), ATM operation and cash management agencies.
- 3.3. Bank branches are allowed to work as per normal working hours till disbursement of DBT cash transfers is complete.
- 3.4. Local administration to provide adequate security personnel at bank branches and BCs to maintain social distancing, law and order and staggering of account holders.
- 3.5. Securities and Exchange Board of India SEBI, and capital and debt market services as notified by the SEBI.
- 3.6. Insurance Regulatory and Development Authority (IRDAI) and Insurance Companies.
- 3.7. Non-Banking financial institutions (NBFCs) including Housing Finance Companies (HFCs) and Micro Finance Institutions (NBFC-MFIs) with bare minimum staff.
- 3.8. Cooperative Credit Societies.



#### **4. Social sector:**

- 4.1. Operation of homes for children/ disabled/ mentally challenged/ senior citizens/ destitute/ women/ widows.
- 4.2. Observation homes, after care homes and places of safety for juveniles.
- 4.3. Disbursement of social security pensions, such as old age/ widow/ freedom fighter pensions; pension and provident fund services provided by Employees Provident Fund Organization (EPFO).
- 4.4. Operation of Anganwadis - distribution of food and nutritional items once in 15 days at the doorsteps of beneficiaries, such as children, women and lactating mothers. Beneficiaries will not attend the Anganwadis.

#### **5. Online teaching/ distance learning to be encouraged:**

- 5.1. All educational, training, coaching institutions and similar other establishments will remain closed.
- 5.2. However, these establishments are expected to maintain the academic schedule through online teaching.
- 5.3. Maximum use of Doordarshan (DD) and other educational channels may be made for teaching purposes.

#### **6. MGNREGA and Ayyankali Employment Guarantee Scheme works to be allowed:**

- 6.1. With strict implementation of social distancing and face mask.
- 6.2. Priority to be given to irrigation and water conservation works.
- 6.3. Other Central and State sector schemes in irrigation, water conservation and afforestation sectors may also be allowed to be implemented and suitably dovetailed with MGNREGA works.
- 6.4. Not more than 5 unskilled labourers in a team.



## **7. Public utilities:**

- 7.1. Operations of oil and gas sectors including refining, transportation, distribution, storage and retail of products, such as petrol, diesel, kerosene, CNG, LPG, PNG etc.
- 7.2. Generation, transmission and distribution of power.
- 7.3. Postal services, including post offices.
- 7.4. Operations of utilities in water, sanitation and waste management sectors including garbage collection by local bodies or agencies authorized by Government for that purpose.
- 7.5. Operation of utilities providing telecommunications and internet services.
- 7.6. Akshaya centers.

## **8. Movement-loading/ unloading of goods/ cargo (inter and intra state) are allowed as under:**

- 8.1. All goods traffic will be allowed to ply.
- 8.2. Operations of railways, transportation of goods and parcel trains
- 8.3. Operations of airports and related facilities for air transport for cargo movement, relief and evacuation.
- 8.4. Operations seaports and Inland Container Depots (ICDs) for cargo, transport, including authorized custom clearing and forwarding agents.
- 8.5. Operations of Land Ports for cross land border transportation of essential goods, including petroleum products and LPG, food products and medical supplies.
- 8.6. Movement of all trucks and other goods/ carrier vehicles with two drivers and one helper subject to the driver carrying a valid driving license; empty truck/ vehicle will be allowed to ply after the delivery of goods.
- 8.7. Shops for truck repairs and dhabas on highways.
- 8.8. Movement of staff and contractual labour for operations of railways, airports/ air carriers, seaports/ ships/ vessels, land ports and ICDs are allowed on passes issued only by the District Collectors/District Police Chiefs on the basis of authorizations issued by the respective designated authority of the railways, airports, seaports, land ports and ICDs. The passes issued would be honored up to the final destination specified in the pass.



**9. Supply of essential goods is allowed, as under:**

- 9.1. All facilities in the supply chain of essential goods, whether involved in manufacturing, wholesale or retail of such goods through local stores, large brick and mortar stores or e-commerce companies should be allowed to operate, ensuring strict social distancing without any restriction on their timing of opening and closure.
- 9.2. Shops including small single shops selling essential goods and carts, including ration shops under PDS, dealing with food and groceries, hygiene items, fruits and vegetables, dairy and milk booths, poultry, meat and fish, animal feed and fodder etc, will be allowed to operate, ensuring strict social distancing from 7 a.m. to 7 p.m.
- 9.3. District authorities may encourage and facilitate home delivery to minimize the movement of individuals outside their homes.

**10. Commercial and private establishments, as listed below, will be allowed to operate:**

- 10.1. Print and electronic media including broadcasting, DTH and cable services.
- 10.2. IT and IT enabled services, with up to 50% staff strength.
- 10.3. Data and call centers for Government activities only.
- 10.4. E-commerce companies. Vehicles used by e-commerce operators will be allowed to ply with necessary permissions.
- 10.5. Courier services.
- 10.6. Cold storage and warehousing services, including at ports airports, railway stations, container depots, individual units and other links in the logistics chain.
- 10.7. Private security services and facilities, management services for maintenance and upkeep of office and residential complexes.
- 10.8. Hotels, home stays, lodges and motels, which are accommodating tourists and persons stranded due to lockdown, medical and emergency staff, air and sea crew.
- 10.9. Establishments used/ earmarked for quarantine facilities.
- 10.10. Services provided by self-employed persons, such as electricians, IT repair people, plumbers, motor mechanics, and carpenters, home nurses, domestic



helpers etc.

- 10.11 Local workshop, repair shops for electrical / electronic gadgets and machines
- 10.12 Sale and movement of construction materials (civil and electrical)
- 10.13 Restaurants : Take away till 8 PM

**11. Industries/Industrial Establishments (both Government and private), as listed below, will be allowed to operate:**


- 11.1 Drug manufacturing including ayurveda drugs.
- 11.2 Manufacturing and other industrial establishments with access control in Special Economic Zone (SEZs) and Export Oriented Units (EoUs), industrial estates and industrial townships. These establishments will make arrangements for stay of workers within their premises and /or adjacent buildings as far as possible. The transportation of workers to work place will be arranged by the employers in dedicated transport by ensuring social distancing.
- 11.3 Manufacturing units of essential goods, including drugs, pharmaceuticals, medical devices, their raw material and intermediates.
- 11.4 Food processing industries.
- 11.5 Production units, which require continuous process, and their supply chain, especially cement, steel and fertilizers.
- 11.6 Manufacturing of IT hardware.
- 11.7 Mines and mineral production, their transportation, supply of explosives and activities incidental to mining operations, quarrying.
- 11.8 Manufacturing units of packaging material.
- 11.9 Textile industries with staggered shifts and social distancing
- 11.10 Brick kilns
- 11.11 Rubber sourcing and processing
- 11.12 Cashew, coconut oil, coir, khadi industries.
- 11.13 Notebook making units.



12. Construction activities, listed as below, will be allowed to operate:
  - 12.1 Construction of roads, irrigation projects, buildings and all kinds of industrial projects, including MSMEs in rural areas, includes, water supply and sanitation; laying/erection of power transmission lines and laying of telecom optical fiber and cable along with related activities and construction of renewable energy projects.
  - 12.2 Social distancing and personal sanitation measures shall be strictly followed and will be the duty of the employer to ensure this. No person with symptoms like fever, cough etc shall be engaged for work. Health check up of migrant workers will be the responsibility of the contractor or employer, as the case may be.
  - 12.3 Only minimum labourers to carry out the essential work shall be employed in the work sites. Migrant labourers will be employed wherever possible to enhance their livelihood.
13. **Movement of persons is allowed in the following cases .**
  - 13.1 Movement of private vehicles will be restricted with odd-even scheme on alternate days. Vehicles with odd numbers will be permitted on Mondays, Wednesdays & Fridays. Vehicles with even numbers will be allowed on Tuesdays, Thursdays and Saturdays. The exemption from the odd and even scheme would be only for critical services and emergency operations. Lady drivers travelling solo or with dependents are exempted from this restriction. In all such cases, two passengers besides the private vehicle driver can be permitted in the backseat, in case of four-wheelers; however, in case of two-wheelers, only the driver of the vehicle is to be permitted.
  - 13.2 All Personnel traveling to place of work and back in the exempted categories, as per the instruction of the state/local authority.



- 13.3. In a 3 seater row, the middle seat has to be left vacant and in a 2 seater row one seat has to be left vacant.
14. Offices of the State Government, autonomous bodies and local governments will remain open, as mentioned below:
- 14.1. Health, Police, home guards, civil defence, fire and emergency services, disaster management, prisons, legal metrology department, including licensees and municipal and panchayat services will function without any restrictions.
- 14.2. All other departments of State Governments to work with restricted staff. Class 1 & 2 officers shall attend in full strength. Group 3 & 4 will attend up to 33% of strength, as per requirement to ensure social distancing. However, delivery of public services shall be ensured, and necessary staff will be deployed for such purpose.
- 14.3. District administration and treasury including field offices of the Accountant General will function with restricted staff. However, delivery of public services shall be ensured, and necessary staff will be deployed for such purpose.
- 14.4. Resident Commissioner of State, in New Delhi, only to the extent of coordinating COVID-19 related activities and internal kitchen operations.
- 14.5. Forest offices: staff/workers required to operate and maintain zoo, nurseries, wildlife, fire-fighting in forests, watering plantations, patrolling and their necessary transport movement.
- 14.6. All cooperative societies with less than 33% employees.
- 14.7. Panchayat, village offices will remain operational with 35% strength.
- 14.8. All Government offices shall continue to work for 5 days a week (Monday-Friday) till further orders.

  
DISTRICT COLLECTOR  
ERNAKULAM



Guidelines on Hotspots – Ernakulam District

23-04-2020


The hotspots made in the district as notified by the Government of Kerala would be informed to the concerned local body. At present the Corporation of Cochin has been declared as a Hotspot.

In the present scenario, **it is decided to put Division - 65 and Division - 8 of the Cochin Corporation as Containment Zones.**

The following points should be noted in terms of the Hotspot Containment Zone apart from the regulations as ordered by the District Collector.

- No partial relaxations as allowed for other parts of the district to be applicable in the hotspot containment zones.
- No entry or exit is permitted in the Containment Zone apart from the Essential vehicles
- The boundary of the containment zone will be marked by the Police and strict compliance of the same has to be ensured.
- No gathering of any sorts will be allowed in the hotspot containment zone. Section 144 (CrPC) provisions would be applicable throughout the hotspots
- The Grocery stores will be opened as per the following timing:
  - 10am to 11am - For senior Citizens
  - 11am to 1.30 pm - For general Public
- Banks can not function in the said Hotspot containment zones.
- ATMs can function during the limited time.

The Hotspots will be revised and updated subsequently.

  
Incident Commander and  
Sub-Divisional Magistrate, Fort Kochi

23/4/20

- Copy :
1. District Police Chief, Kochi City/ Ernakulam Rural, Aluva
  2. Sub Collector, Fortkochi/ RDO, Muvattupuzha
  3. Additional District Magistrate, Ernakulam
  4. Deputy Collectors in charge of Taluks
  5. District Planning Officer , Kakanad
  6. Huzzur Sheristdar Collectorate
  7. All Tahsildars
  8. District Treasury Officer, Kakkanad
  9. Chief Engineer (KSEB), Ernakulam
  10. Supdt. Engineer, Kerala Water Authority, PH Division  
Muvattupuzha/ Kochi
  11. District Supply Officer, Kakkanad
  12. District Medical Officer, Ernakulam
  13. Deputy Director of Panchayath, Kakkanad
  14. Regional Joint Director, Urban Affairs, Ernakulam
  15. Secretary, Cochin Corporation
  16. Manager, District Industries Dept.
  17. RTO Kakkanad/ Muvattupuzha
  18. Lead Bank Manager, Ernakulam
  19. District Transport Officer
  20. Deputy Director of Education
  21. District Labour Officer ( Enforcement) Kakkanad
  22. Executive Enginer PWD Roads Ernakulam, Muvattupuzha
  23. Divisional Officer, Fire & Rescue, Ernakulam
  24. Deputy General Manager IOC, HOC & BPCL



25. District Information Officer, Ernakulam
26. Principal Agricultural Officer , Kakkanad
27. Deputy Director Fisheries ,Zonal Ernakulam
28. District Officer Animal Husbandry , Ernakulam
29. .Assistant Development Officer ( General ) Kakkanad
30. All Other Concerned Departments
31. Deputy Director I&PRD Kakkanad( For wide circulation among medias in Ernakulam District)

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