

**GOVERNMENT OF NCT OF DELHI  
DELHI DISASTER MANAGEMENT AUTHORITY**

No. F.2/07/2020/S.I/part file-IV/ 314-

Dated: 13.09.2020

**ORDER**

Whereas, the Delhi Disaster Management Authority (DDMA) is satisfied that the NCT of Delhi is threatened with the spread of COVID-19 epidemic, which has already been declared as a pandemic by the World Health Organization, and has considered it necessary to take effective measures to prevent its spread in NCT of Delhi;

And whereas, Delhi Disaster Management Authority has issued various orders/instructions from time to time to all authorities concerned to take all required measures to appropriately deal with the situation;

And whereas, Ministry of Home Affairs, Govt. of India, vide Order No. 40-3/2020-DM-I (A) dated 29.07.2020(Unlock-3), has permitted to open Gymnasiums and Yoga institutes (in areas outside the Containment Zones) w.e.f. 05.08.2020 subject to strict compliance of SOP dated 03.08.2020, issued by Ministry of Health & Family Welfare, Govt. of India in this regard;

And whereas, Delhi Disaster Management Authority has issued Order No.293 dated 21.08.2020, Order No. 300 dated 30.08.2020 & Order No. 304 dated 03.09.2020 which allowed functioning of weekly markets on trial basis (except in containment zones) i.e. one weekly market per day per zone in all three Municipal Corporations/ New Delhi Municipal Council/ Delhi Cantonment Board, w.e.f. 24.08.2020 to 30.08.2020, 31.08.2020 to 06.09.2020, and further till 13.09.2020 respectively, subject to strict compliance of SOP issued by DDMA in this regard;

And whereas, the situation of COVID-19 in Delhi has been reviewed and it has been decided that present arrangement of opening of weekly markets on trial basis i.e. one weekly market per day per zone in all three Municipal Corporations/ New Delhi Municipal Council/ Delhi Cantonment Board (except in containment zones) may be continued till 30.09.2020 and Gymnasiums and Yoga institutes may also be allowed to open subject to strict compliance of SOP issued by MoH&FW, Govt. of India in this regard;

Now, therefore, in exercise of powers conferred under section 22 of the Disaster Management Act, 2005, the undersigned, in his capacity as Chairperson, State Executive Committee, DDMA, GNCTD hereby directs that in continuation of order No. 304 dated 03.09.2020, one weekly market per day per zone in all three Municipal Corporations/New Delhi Municipal Council/Delhi Cantonment Board shall be allowed to function w.e.f. 14.09.2020 to 30.09.2020 in NCT of Delhi (except in containment zones). District Disaster Management Authorities concerned after a joint inspection by respective District Magistrate, District DCP & Zonal Dy. Commissioner of Municipal Body and in consultation with RWAs, shall decide locations and timings of the weekly markets, to ensure strict compliance of SOP issued by DDMA in this regard as well as National Directives to contain the spread of COVID-19. In case of any violation, swift action shall be taken by District Disaster Management Authority and authorities concerned including closure of such Weekly Market.

Furthermore, Gymnasiums and Yoga institutes shall be permitted in NCT of Delhi (except in containment zones) with immediate effect subject to strict compliance of SOP, as annexed. The respective District Disaster Management Authorities and other Departments/ Authorities concerned shall be responsible for ensuring strict adherence to this SOP as well as National Directives to contain spread of COVID 19. In case of any violation, owner and manager of the premises shall be liable for prosecution under Disaster Management Act, 2005 besides sealing of such premises forthwith.

All District Magistrates of Delhi & their counterpart District Deputy Commissioners of Police and all authorities concerned shall ensure strict compliance of this order and shall adequately inform and sensitize the field functionaries about these instructions for strict compliance, in letter and spirit.

  
13/9/20  
(Vijay Dev)

Chief Secretary, Delhi

**Copy for compliance to:**

1. All Additional Chief Secretaries/Principal Secretaries/Secretaries/HODs of Government of NCT of Delhi.
2. Commissioner of Police, Delhi
3. Chairman, New Delhi Municipal Council.
4. Pr. Secretary (I&P) for wide publicity in NCT of Delhi
5. Commissioner (South DMC/East DMC/North DMC).
6. CEO, Delhi Cantonment Board.
7. All District Magistrates of Delhi
8. All District DCPs of Delhi

**Copy for kind information to:-**

1. Secretary to Hon'ble Lt. Governor, Delhi.
2. Addl. Secretary to Hon'ble Chief Minister, GNCTD
3. Secretary to Hon'ble Dy. Chief Minister, GNCTD.
4. Secretary to Hon'ble Minister of Health, GNCTD.
5. Secretary to Hon'ble Minister of Revenue, GNCTD.
6. Secretary to Hon'ble Minister of Labour, GNCTD.
7. Secretary to Hon'ble Minister of Social Welfare, GNCTD.
8. Secretary to Hon'ble Minister of Food & Supply, GNCTD.
9. Addl. Chief Secretary (UD), GNCTD.
10. Pr. Secretary (Home), GNCTD
11. Pr. Secretary (Health), GNCTD.
12. Pr. Secretary (Revenue)-cum-Divisional Commissioner, GNCTD.
13. All members of State Executive Committee, DDMA, GNCTD.
14. System Analyst, O/o Divisional Commissioner, Delhi for uploading of the order on website – [ddma.delhigovt.nic.in](http://ddma.delhigovt.nic.in).
15. Guard file.



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**Government of NCT of Delhi**  
**Delhi Disaster Management Authority**

**SOP on preventive measures in Weekly Markets to contain spread of COVID-19**

**1. Background.**

Weekly Markets get frequented by large number of people for shopping and food. To prevent spread of COVID-19 infection, it is important that required social distancing and other preventive measures are followed.

**2. Scope**

This document outlines various generic precautionary measures to be adopted in addition to specific measures to be ensured at particular places to prevent spread of COVID-19.

Weekly Markets in containment zones shall remain closed. Only those outside containment zones would be allowed to open up as per the orders of Delhi Disaster Management Authority (DDMA).

**3. Generic Preventive measures**

Persons above 65 years of age, persons with comorbidities, pregnant women and children below the age of 10 years are advised to stay home. The concerned local authorities to advise accordingly.

The generic measures include simple public health measures that are to be followed to reduce the risk of COVID-19. These measures need to be observed by all Vendors/ Customers 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. 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 issued properly.
- v. Self-Monitoring of health by all and reporting any illness at the earliest to state and district helpline.
- vi. Spitting shall be strictly prohibited.
- vii. Installation & use of Aarogya Setu App shall be advised to all.
- viii. Only asymptomatic customers / visitors shall be allowed.
- ix. The face cover / mask has to be worn at all times inside the Weekly Market.
- x. Large gatherings / congregations continue to remain prohibited.
- xi. In case of a suspect or confirmed case in the Weekly Markets:

- a. Place the ill person in a room or area where they are isolated from others.
- b. Provide a mask / face cover till such time he/she is examined by a doctor.

- c. Immediately inform the nearest medical facility (hospital/clinic) or call the state or district helpline.
- d. A risk assessment will be undertaken by the designated public health authority (district RRT/treating physician) and according further action be initiated regarding management of case, his/her contacts and need for disinfection.
- e. Disinfection of the premises to be taken up if the person is found positive.

**4. All Authorities concerned as well as vendors / customers etc shall ensure the following arrangements and protocol strictly at Weekly Markets:**

**(A) For Vendors:**

- 1. Each vendor shall be allowed to use 6'x4' area. No joining or merging of stalls will be allowed.
- 2. Each vendor shall wear a mask. He will also keep Hand Sanitizer ready for the buyers.
- 3. No plastic / polythene bags will be used below 50 micron. The bio-degradable or cloth bags should be used.
- 4. Only one vendor plus one helper shall be allowed on each stall i.e. not more than 2 persons shall be allowed to operate stall.
- 5. There will be atleast 6 feet distance between two stalls of weekly market and no goods shall be allowed to be kept in between the open space of two stalls.
- 6. There should be adequate distance between vendor and buyer in case of sale / purchase.
- 7. Not more than 2 buyers shall be allowed to deal at any stall at one time, that too with adequate distancing.
- 8. Timings of the weekly market operations shall be from 4 PM to 10 PM.
- 9. There should be proper marking at each stall to ensure social distancing between buyers and vendors.

**(B) For buyers / Customers:**

- 1. The buyers will be instructed by the vendor as well as by Enforcement Teams of local Authorities / Departments to keep safe distance.
- 2. The buyers will be asked to use marked spaces in front of every stall.
- 3. Buyers should bring their own cloth/bio-degradable bags for shopping.

### C. Enforcement Teams:

1. Respective Zonal Dy. Commissioner of concerned local authorities i.e. DMCs / NDMCs / Delhi Cantt. Board shall select the weekly markets for each day which will be opened and it must be ensured that only such weekly markets are made operational where this SOP can be implemented in letter & spirit.
2. Superintendent / Gr.I (DASS) or equivalent rank officer of concerned local authorities to be deployed as Weekly Market Officer who shall remain in the weekly market to ensure the strict compliance of the directions of DDMA including this SOP. He / she must specifically ensure the following:
  - (a) Adequate distance between vendor and buyer.
  - (b) Face cover/ wearing of mask
  - (c) Proper marking for maintaining distance
  - (d) 6 feet distance between two stalls
  - (e) If any case is reported, place the ill person in a room or area where they are isolated from others.
  - (f) No instances of crowding/congregation should take place
  - (g) Spitting be strictly prohibited.
3. The respective Dy. Commissioner of Police shall deploy an officer of suitable seniority in each weekly market who will look after the compliance of orders of DDMA including SOP, National Directives and other instructions issued by Govt. of India / Govt. of Delhi from time to time.
4. Concerned local authorities shall carry out the sanitization of the entire area of market before and after conduct of Weekly Market.
5. The permitted length of the road should be utilized for weekly market without creating any restrictions for free flow of traffic and safety.
6. Respective Zonal Dy. Commissioner of concerned local authorities i.e. DMCs / NDMCs / Delhi Cantt. Board shall be overall incharge for supervision and monitoring of functioning of Weekly Market and enforcement teams in accordance with orders and SOPs of DDMA.



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**GOVERNMENT OF NCT OF DELHI**  
**OFFICE OF THE DIVISIONAL COMMISSIONER**  
**DELHI DISASTER MANAGEMENT AUTHORITY**  
**REVENUE DEPARTMENT (HQ)**

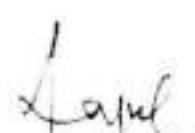
F No 1515/DDMA/HQ/WEEK REPORT/MV/2020

11362

Date 10/09/2020

**Guidelines for selection of weekly markets for functioning in NCT of Delhi**

- 1 Weekly Markets shall not be allowed in the containment zones.
- 2 Weekly Markets should be at sufficient distance from the containment zones
- 3 Weekly Markets shall not be allowed at the places/areas where the COVID-19 cases are increasing in recent past.
- 4 Weekly Markets shall not be allowed at the places / areas where SOP issued by Delhi Disaster Management Authority (DDMA) as well as guidelines/National Directive issued by Govt. of India cannot be implemented
- 5 Weekly Markets shall be selected by the joint team of District Magistrate, District DCP and Zonal Dy Commissioner of Municipal Body with the consultation of RWAs of the area
- 6 Weekly Markets shall not be allowed where road traffic is likely to be interrupted and/or public safety may be compromised
- 7 Weekly Markets shall not be allowed where large crowd/congregation take place
- 8 Weekly Markets shall not be allowed where total vendors are in large number & therefore not possible to maintain 6 feet distance between two stalls as prescribed in SOP issued by DDMA.
- 9 Weekly Markets shall not be allowed where vendors and/or customers do not follow the instructions prescribed in SOP issued by DDMA such as wearing of face cover/mask, use of hand sanitizers etc
- 10 In case it is observed by the joint team of officers (as mentioned above) that Weekly Market cannot function on the fixed/regular place as per the SOP/guidelines of DDMA, then such weekly market can be allowed to function at some other nearby place/area where the SOP/guidelines of DDMA can be strictly implemented

  
(Rajiv Kumar) 10/09/20

Consultant, DDMA-HQ

Dated the 03<sup>rd</sup> August, 2020

**Government of India  
Ministry of Health & Family Welfare  
Directorate General of Health Services  
(EMR Division)**

**Guidelines on Preventive Measures to Contain Spread of COVID-19 in Yoga Institutes & Gymnasiums**

**1. Background**

To contain the spread of COVID infection, lockdown was imposed, which is now being gradually relaxed in a phased manner. Yoga and physical activity being important for health & well-being, it has been decided to open yoga institutes and gymnasiums from 5<sup>th</sup> August, 2020. Yoga Institutes and Gymnasiums shall adhere to protocols and prevention measures outlined in this document to prevent the spread of COVID-19.

**2. Scope**

This document outlines various generic precautionary measures to be adopted in addition to specific measures to be taken at yoga institutes and gymnasiums to prevent spread of COVID-19. The guidelines aim to minimize all possible physical contacts between staff, members & visitors and maintain social distancing and other preventive and safety measures in context of COVID-19.

**3. Generic preventive measures**

All yoga institutes and gymnasiums in containment zones shall remain closed for public. Only those outside containment zones will be allowed to open up.

All yoga institutes and gymnasiums shall comply with all health related guideline/SOP/notification issued by the Union/State Government from time to time.

Persons above 65 years of age, persons with co-morbidities, pregnant women and children below the age of 10 years are advised not to use gyms in closed spaces. Organizations managing the yoga institutes and gymnasiums shall advise all members, visitors & staff accordingly.

The generic preventive measures include simple public health measures that are to be followed to reduce the risk of COVID-19. These measures need to be observed by all (members, visitors & staff) in these places at all times. These include:

- i. Individuals must maintain a minimum distance of 6 feet as far as feasible.
- ii. Use of face covers/masks is mandatory at all times with in the premises. However, during yoga exercise or exercising in gymnasiums, as far as possible only a visor may be used. Use of mask (in particular N-95 masks) during exercise may cause difficulty in breathing.



- 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 practiced 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.

**4. Specific measures to be followed include-**

**a. Before opening the yoga institutes/gymnasiums**

**Processes & premises redesigning including proper placement of equipments**

- i. Plan yoga/gymnasiums floor area based on 4m<sup>2</sup> per person.
- ii. Place equipments, including cardio and strength machines, 6 feet apart, wherever feasible, by moving equipment to facilitate social distancing
- iii. Where available, utilize any outdoor space by relocating equipment outside.
- iv. Create specific pathways for entering and exiting exercise areas within closed spaces using floor or wall markings
- v. Ensure queue management, inside and outside the premises, with specific markings on the floor with a gap of 6 feet.
- vi. Promote card based/contactless payment.
- vii. For air-conditioning/ventilation, 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° 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.
- viii. Limit the number of staff and members within the general gymnasium floor, specific workout areas and change rooms by:
  - a. Restricting the number of members allowed in specified areas
  - b. Implementing 'fitness sessions' for particular exercise areas with requirements for members to register (ideally online) for specific sessions
- ix. Lockers will remain in use, as long as social distancing is maintained.
- x. Ensure dustbins and trash cans are covered at all times
- xi. Spas, Sauna, Steam Bath and Swimming Pool (wherever applicable) shall remain closed.

**Disinfection**

All areas within the premises shall be disinfected using clinically approved disinfectants. The areas to be disinfected include but are not limited to –

- i. Entrances to premise, building, rooms



- ii. All open areas used by staff and visitors
- iii. Washrooms and toilets
- iv. Shoe baths (Members will be encouraged to carry separate workout shoes)
- v. All other frequently touched surfaces (doorknobs, handles etc.)
- vi. Equipment in gymnasiums

### **Planning and Scheduling of Activities**

- i. Calculate the maximum capacity per session based on redesigned spaces. Accordingly schedule the session and inform the members.
- ii. Yogic Kriya(s)
  - a. The practice of Yogic Kriya(s) may be avoided for the time being. Even if it is to be practiced essentially, it may be done in open spaces
  - b. Guidelines for practitioners (Yoga guideline for Covid-19) issued by the Ministry of Ayush (available at: <https://www.ayush.gov.in/>) may also be followed
- iii. Group fitness rooms and classes
  - a. Staggering class session times and allowing minimum of 15-30 minutes between classes to avoid overlap between members arriving and leaving
  - b. Offering group fitness classes online, wherever possible
  - c. Restricting the number of persons allowed per group fitness class based on the size of the room and the nature of the fitness activity
- iv. Personal training in yoga institutes/gymnasiums
  - a. Ensure 6 feet distance between personal trainer and clients during personal training sessions, wherever feasible.
  - b. Ensure sessions are tailored to include only exercises that do not require physical contact between the trainer and the clients including setup and use of equipment
  - c. Limit the number of clients per session & ensure adequate spacing amongst all clients.
  - d. Utilize outdoor spaces at the yoga institutes/gymnasiums where available
- v. For Employees:
  - a. Shifts and attendance to be planned to ensure social distancing
  - b. Staff residing in the containment zone shall not attend the facility till containment zone is de-notified
  - c. Housekeeping staff to be informed & trained about norms for waste management & disposal
  - d. All employees who are at higher risk i.e. older employees, pregnant employees and employees who have underlying medical conditions to take extra precautions. They should preferably not be exposed to any front-line work requiring direct contact with the clients

### Availability and Management of Supplies

- i. Appropriate personal protection gears like face covers/masks, visors, hand sanitizers etc. shall be made available by management to the members, visitors & staff
- ii. Provide an adequate supply of disinfectant wipes or disinfecting solutions and disposable paper towels for members/staff to wipe exercise equipment clean before and after use.
- iii. Ensure availability of pulse oximeters to record oxygen saturation of members prior to the exercise.

### **b. After opening the yoga institutes / gymnasiums**

#### At the entry point

- i. Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions.
- ii. Only asymptomatic persons (including staff) be allowed in the premises.
- iii. All persons to be allowed entry only if using face cover/masks.
- iv. All members, visitors and staff may consider using Aarogya Setu application for risk identification at all times inside the yoga institute/gymnasiums
- v. Posters/standees on preventive measures about COVID-19 to be displayed prominently. Audio and Video clips to spread awareness on preventive measures for COVID-19 may be regularly played.
- vi. Ensure minimum distance of 6 feet at all times in queues
- vii. Proper crowd management in the parking lots, in corridors and in elevators – duly following social distancing norms shall be organized.
- viii. Staggering of members/ visitors to be done, with separate timing slots, to allow for adequate physical distancing and disinfection of premises & equipment.
- ix. In yoga institutes, shoes / footwear are to be preferably taken off outside the premises where yoga exercises are done. If needed they should be kept in separate slots for each individual / family by the persons themselves.
- x. Details of check-in and checkout times of members and visitors must be recorded (name, address and phone number)

#### Prior to exercising in the gymnasiums using equipment for cardio, strength training etc.

- i. Ensure that the equipment has been disinfected, particularly the frequently touched surfaces before each use
- ii. Sanitize middle finger with alcohol swab and check oxygen saturation using pulse oximeter. Those having oxygen saturation below 95% should not be allowed to exercise. Call central / state helpline / ambulance and refer such persons to the nearest health facility
- iii. Remove mask and **wear visor as far as feasible** while exercising.
- iv. Hand sanitizer stations must be provided near each gymnasium equipment
- v. Ensure that members sanitize their hands before using gymnasium equipment



### **During yoga exercises / other exercise sessions**

- i. Common exercise mats should be avoided and members should preferably bring their own exercise mats which they may take back with them.
- ii. In view of potential threat of spread of infection, as far as feasible recorded music/songs may be played and shouting/ laughter yoga exercise should not be allowed.
- iii. Stop the exercise if you feel difficulty in breathing. Check oxygen saturation level. Those having oxygen saturation below 95% should not be allowed to continue exercise. Call central / state helpline / ambulance and refer such persons to the nearest health facility.

### **After exercise and in common areas**

- i. Ensure proper disposal of face covers / masks / used towels in covered bins.
- ii. The shower areas / washrooms should be sanitized before and after use.
- iii. Cafeteria facility, if any within the premises, shall follow social distancing norms at all times.
- iv. Cleaning and disinfection of gymnasium equipment, particularly frequently touched surfaces (hand rails, benches, fixtures, etc.) shall be done after each exercise session before it is used by the next member.
- v. The floor cleaning shall be taken up between exercise sessions.

### **At the time of closure**

- i. Shower rooms and lockers/changing areas need to be properly sanitized.
- ii. Deep cleaning of all washrooms shall be ensured
- iii. Before closure, the entire premises will be disinfected

### **Additional precautions to be followed in case of a suspect case in the premises:**

- i. Place the ill person in a room or area where they are 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 Rapid Response Team /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.