

IMPORTANT:

**GOVERNMENT OF ANDHRA PRADESH
MUNICIPAL ADMINISTRATION DEPARTMENT**

O/o. the Commissioner & Director of
Municipal Administration, A.P., Guntur.

CIRCULAR

Roc.No.12046/1/2016-M3,

Dated 10/07/2020.

Sub: - Municipal Administration Department – COVID-19 -
Unlock 2.0 – Action Plan – Instructions issued – Reg.

- Ref: 1. This office Circular Roc.No.9899/2007/M3, dated
12-06-2018, 17-02-2020, 10-06-2020, etc.
2. Directions issued in the Video-Conference held on
08-07-2020 by the Special Chief Secretary to
Govt., Health, Medical & Family Welfare Dept.,
Govt. of AP.

The attention of all the Commissioners of Urban Local Bodies in the State is invited to the reference 2nd cited, and it is informed that the Special Chief Secretary to Government, HM & FW Department, have convened a video conference on 08-07-2020 with the HODs concerned on the activities to be taken up after post lockdown by different Departments. During the video conference, the Special Chief Secretary to Government, HM & FW Department has instructed the HODs to concentrate on IEC and enforcement of SOPs issued for containment of COVID-19 in the ULBs. Based on the above, the Secretary to Government, MA&UD Dept., reviewed the ongoing activities and directed to prepare and issue an action plan covering different activities, for implementation by the ULBs, as measures to be taken post lockdown, for prevention & control of COVID-19 pandemic.

2. Accordingly, the following action plan, with different activities, is issued and the Municipal Commissioners are requested to carefully plan and implement the same with immediate effect, along with submission of daily reports in the prescribed formats every day by 4.00 PM to the RDMA's concerned, without fail;

Activity I: IEC and Enforcement:

IEC:

- Take up door to door IEC activates by involving Ward Volunteers, SHGs etc., on COVID-19 pandemic DO's & DONT's (also handover Pamphlets, Broachers which contain IEC on COVID-19 Pandemic).
- Main focus to be given on educating regarding wearing of Masks, Maintenance of physical distancing and hand sanitisation.
- Display boards etc., on COVID-19 DO's & DONT's also covering imposition of penalties on violation of SOPs i.e. not wearing masks in public places etc., and relevant information at prominent places.
- Identify specific groups such as Petty Shops/Hotels & Restaurants/Street Vendors/Rythu Bazars/Malls/Religious Places etc., for conduct of targeted IEC.
- Mount mikes to SWM vehicles engaged for Door to door garbage collection for IEC with audio content.
- Engage required number of Autos & Rikshas with mikes, Vehicles with Displaying Devices/Board for IEC on COVID-19 DO's & DONT's with focus on wearing of Masks, Maintenance of physical distancing and hand sanitisation.

Enforcement:

- Individual & Target groups to be amply covered in IEC. However, if despite the extensive IEC and 100% distribution of masks, if there is any negligence in wearing of masks by individuals in public places thereby putting others also at risks, fines to be imposed as per the rules in vogue.

(Daily information to be submitted in the format given in Annexure-I format for IEC & Enforcement)

Activity II: Adherence by Shops and Establishments to SOPs and Enforcement:

- Adhere to the directions issued by the Government with immediate effect by issuing necessary instructions to the Ward Women & Weaker Section Protection Secretaries of their respective ULBs to:
 - *Make daily visits to all the shops of their allotted areas.*
 - *Observe whether circles/squares are painted inside and outside the shops;*
 - *to observe whether physical distancing of 6 feet is maintained by the customers inside and outside the shops.*
 - *ensure that hand sanitization and thermal scanning are provided and maintained at all the shops,*
 - *If any deviations are found in implementation of the SOP, the Ward Women & Weaker Section Protection Secretaries shall take the same to the notice of the Municipal Commissioners concerned.*
 - *In turn, the Municipal Commissioners should issue Notices/impose penalties and take stringent action, including closure of shops, against the shop owners, who do not adhere to the said protocols,*

(Daily report to be given in the formats given in Annexure-IIA, IIB, IIC & IID format

for Shops & Enforcement of SOPs.)

Activity III: Precautions at Work Sites:

- Adhere to all the directions issued by the Government vide this office Circular Roc No. 12057/12/2020/M3, dated 04.05.2020 (copy enclosed) and also ensure:
 - *Mandatory Thermal Scanning of everyone entering and exiting a construction site*
 - *Provision for hand wash & sanitizer (touch free recommended) at all entry and exit points and common areas (including at distant locations like higher floors).*
 - *Everyone entering site area should mandatorily wear face mask. Hand gloves should be used by the workers who are handling material coming from outside. Re-usable equipment should be thoroughly cleaned and should not be shared with others.*
 - *There will be strict ban on Gutka, Tambaku, Paan etc. on site and spitting shall be strictly prohibited.*
 - *Physical Distancing will be strictly maintained especially during lunch hours etc*
 - *Areas with a probability of bigger gathering, for eg. cleaning area, toilets etc. should be identified and all arrangements should be made to ensure physical distancing.*
 - *Hospital/clinics in the nearby area, which are authorized to treat COVID-19 patients, should be identified and list should be available at Site all the time.*
 - *A doctor from the surveillance teams constituted, will be present periodically (at least once a week) at site on allotted time for any medical assistance.*
 - *The workers coming from outside should observe home-quarantine for at-least 14 days as per the guidelines issued by MoHFW. Only medically fit workers will be deployed at site and medical assistance will be arranged for unfit workers. Medical check-up camp should be arranged every month.*
 - *All vehicles and machinery entering the premise should be disinfected by spray mandatorily.*

(Daily report to be given in the format given in Annexure-III format for Precautions at Work sites.)

Activity IV: Special Sanitation Drive:

- To take up disinfectants spraying in Containment Zones, Vulnerable areas such as Slums, Municipal Offices Public & Community Toilets and areas following outside the containment Zones as per the Protocols issued by this office Circular Roc No. 3340911/2020/M3, dated 18.04.2020. (Copy enclosed).
- All preventive measures shall have to be taken to control incidence of Seasonal Diseases and ensure that there shall not be any outbreak of the water and vector borne diseases issued by this office Circular Roc No. 11035/2017/JSEC (13836/12015/J2), dated 07.06.2020 & Circular Roc No. 12046/1/2016-M3, dated 12.06.2020. (Copies enclosed).
- Special Sanitation Drive is to be taken up **from 13.07.2020 to 22.07.2020** to mitigate Seasonal & Communicable Diseases and arrest COVID-19 Pandemic comorbidity.

- Under Special Sanitation Drive, the following activities to be taken up without any deviation;
 - **General:**
 - ensure 100% Door to Door garbage Collection
 - ensure 100% segregation of waste at source.
 - ensure 100% transportation of daily collected waste in covered vehicles to the MRF/dump site/designated places.
 - ensure all the Public Health Workers & Staff, who are attending duties in containment zones, should follow the COVID-19 protocols without any deviation.
 - **Gang Work & Anti-larval/Mosquito activities:**
 - removal of accumulated heaps/debris in identified areas
 - clearing of bushes and draining out of water etc., in identified vacant sites.
 - spraying of Anti-larvae chemicals/oil in coordination with Malaria units of Medical & Health Department.
 - ensure tying of nets to the Septic Tank pipes
 - ensure daily fogging in the selected wards as per schedule.
 - **Drains & Culverts:**
 - ensure all minor & side drains are serviced daily.
 - ensure all major culverts and out-fall drains are clog free
 - ensure free flowing in all major drains.
 - Position required number of pumps readily at medium & major drains and low lying areas to bail out water, whenever necessary.

(In addition to format I, II & III on sanitation being submitted daily now, Format on Special Sanitation Drive given in Annexure-IV is also to be submitted along with other formats)

6. All the Regional Director-cum-Appellate Commissioners of Municipal Administration in the State are requested to monitor the above programme by visiting one or two ULBs on daily basis and ensure that above instructions are complied with by their respective Municipal Commissioners. They are further requested to obtain the information in the Format enclosed on daily basis and furnish consolidated information to this office by 05.00 PM every day without fail for onward submission to the Government for taking further action in the matter.

Encl: As above.

for Commissioner & Director.

To
The Commissioners of all the Urban Local Bodies in the State.
All the Regional Director-cum-ACs of MA in the State.

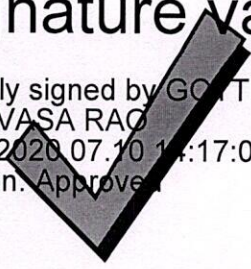
Copy to the Mayor/Special Officers concerned.

Copy to all the Collectors & District Magistrates in the State.

Copy submitted to the Secretary to Government, MA&UD Department, Govt. of AP,
Velagapudi, for favour of information.

Signature valid

Digitally signed by G. T. TIPATI
SRINIVASA RAO
Date: 2020.07.10 14:17:01 IST
Reason: Approved



**GOVERNMENT OF ANDHRA PRADESH
MUNICIPAL ADMINISTRATION DEPARTMENT**

O/o. the Commissioner & Director of
Municipal Administration,
Andhra Pradesh, GUNTUR.

Roc.No12057/14/2020-M3,

Dated 19/06/2020

CIRCULAR

Sub: COVID-19 – Urban Local Bodies – Implementation of SOP on opening of shops and establishments - Maintenance of physical distance in the Urban Local Bodies – Entrustment of responsibility to the Ward Women & Weaker Section Protection Secretaries – Instructions issued – Reg.

- Ref: 1. Govt. Memo No.1140853/MAU-01/2020, MA&UD, dated 20-05-2020.
2. Endt.Roc.No.12057/21/2020/M3.
3. Instructions issued by Hon'ble Minister of MA&UD Dept., during the Meeting held on 16.06.2020.

The attention of the Commissioners of all the Urban Local Bodies in the State is invited to the references cited. In the reference 1st cited, "Standard Operating Protocols for opening of shops and establishments in the Urban Local Bodies" were issued by the Government to all the District Collectors, Superintendent of Police and Municipal Commissioners to make necessary arrangements in accordance with the said procedures, duly following all the norms of physical distance, hand hygiene and respiratory hygiene. The said instructions were communicated to all the Municipal Commissioners in the State, vide reference 2nd cited, for taking immediate action.

2. In the above said SOP, one of the most important protocols is that:

"Physical distancing of 6 feet will be maintained in all the above cases inside the shop and outside the shop. Not more than 5 customers are permitted at the shop. Inside the shop and outside the shops, (for queues) circles should be painted invariably".

3. During the Meeting held on 16-06-2020 held by the Hon'ble Minister

for MA&UD, it is pointed out that implementation of the above SOP in the ULBs is not satisfactory as it was observed that more than 5 customers were seen inside and outside of certain shops and no circles/squares were painted inside and outside of certain shops. If this situation continues, it will not be possible to control the spread of Carona virus (COVID-19) and the purpose of SOP will be defeated. Therefore, the Hon`ble Minister for MA&UD has issued directions to entrust the responsibility to the Ward Women & Weaker Section Protection Secretaries in the ULBs for visiting all the shops in their jurisdictions, and to issue necessary directions to all the shop owners.

4. Therefore, the Commissioners of all the Urban Local Bodies in the State are directed to adhere to the following directions with immediate effect by issuing necessary instructions to the Ward Women & Weaker Section Protection Secretaries of their respective ULBs in this regard as follows:

- i. to make daily visits to all the shops of their allotted areas,
- ii. to observe whether circles/squares are painted inside and outside the shops;
- iii. to observe whether physical distancing of 6 feet is maintained by the customers inside and outside the shops,
- iv. to ensure that hand sanitization is provided and maintained at all the shops,
- v. if any deviations are found in implementation of the SOP, the Ward Women & Weaker Section Protection Secretaries shall take the same to the notice of the Municipal Commissioners concerned.
- vi. in turn, the Municipal Commissioners should issue Notices/impose penalties and take stringent action against the shop owners, who do not adhere to the said protocols,

5. All the Regional Director-cum-Appellate Commissioners of Municipal Administration in the State are requested to make visits to all the ULBs of their respective Regions and ensure that the above directions are

implemented without any deviations.

Commissioner & Director

To

The Commissioners of all the Urban Local Bodies in the State.

All the Regional Director-cum-Appellate Commissioners of Municipal Administration in the State.

Copy to all the Collector & District Magistrates in the State.

Copy to the Special Officers/Mayors/Chairpersons of all the ULBs in the State.

Copy submitted to the Secretary to Government, MA& UD Department, A.P. Secretariat, Velagapudi for favour of information.

Signature valid

Digitally signed by G S R K R
Vijay Kumar
Date: 2020.06.19 18:49:38 IST
Reason: Approved

**GOVERNMENT OF ANDHRA PRADESH
MUNICIPAL ADMINISTRATION DEPARTMENT**

O/o. Commissioner & Director of
Municipal Administration,
Andhra Pradesh, Guntur

Roc. No.12057/12/2020/M3

Dated 04/05/2020

CIRCULAR

Sub: Municipal Administration Department - COVID - 19 -
Preventive measures to be taken to contain spread on
COVID - 19 - Standard Operating Procedure (SOPs) and
Guidelines to ensure safety of construction site
workers - Safety Measures at construction sites on
containment of COVID -19 - Certain instructions issued
- Reg.

Ref: D.O. No. K-12014(21)/1/2018 - UPA.I UD, Dt.
18.04.2020 of the Joint Secretary and Mission Director,
MoHUA, GoI, New Delhi.

The attention of all the Commissioners of all the Urban Local Bodies in the State is invited to the reference cited (copy enclosed), wherein directions were issued to take necessary steps on COVID-19 Outbreak - Standard Operating Procedures (SOPs) and Guidelines for Construction Sites for COVID-19 Outbreak.

2. In response to COVID-19 outbreak, the National Real Estate Development Council (NAREDCO), under the guidance of MoHFA and MoHUA, Govt. of India, has defined the following Standard Operating Procedure (SOPs) and Guidelines (copy of the connected document enclosed) to ensure safety of construction site workers are as follows:

I. General Guidelines - Applicable to all:

- i. All Protocol including Emergency Response will be laid out. Identity Card will be issued to everyone entering site area. Periodic tailgate sessions will be arranged to review site protocols in view of highly

- dynamic scenario ensuring social distancing norms. During these sessions, everyone including workers will be informed about the safety guidelines and important updates. Necessary arrangements for announcements shall be made at every site.
- ii. Mandatory Thermal Scanning of everyone entering and exiting a construction site will be done for fever with thermal scanners. If anyone leaves and re-enters the site during the shift, re-screening of the individual will be done prior to re-entry into the work site.
 - iii. Provision for hand wash & sanitizer (touch free recommended) will be made at all entry and exit points and common areas (including at distant locations like higher floors). Everyone will be required to wash & sanitize his/her hands before entering the site. Same procedure to be followed after exiting the premise. Sufficient quantities of all the items should be available at the site.
 - iv. Everyone entering site area should mandatorily wear face mask. Hand gloves should be used by the workers who are handling material coming from outside. Re-usable equipment should be thoroughly cleaned and should not be shared with others.
 - v. There will be strict ban on Gutka, Tambaku, Paan etc. on site and spitting shall be strictly prohibited.
 - vi. Food should be consumed at designated areas only ensuring social distancing. Common sitting arrangements should be removed. Post lunch, waste should be disposed by individual in designated bins and area should remain clean.
 - vii. Areas with a probability of bigger gathering, for eg. cleaning area, toilets etc. should be identified and all arrangements should be made to ensure social distancing.
 - viii. Entire construction site including site office, labour camp, canteens, pathways, toilets, entry / exit gates will be disinfected on daily basis. Housekeeping team should be provided with necessary equipment.
 - ix. There will be total ban on non-essential visitors at sites (including

from Head office staff, consultants etc.)

- x. Hospital/clinics in the nearby area, which are authorized to treat COVID-19 patients, should be identified and list should be available at Site all the time.
- xi. A doctor will be present periodically (at least once a week) at site on allotted time for any medical assistance.
- xii. Appropriate signage at construction site spelling out safety practices in the language which is understood by all.
- xiii. For any confusion, clarification and update, everyone should approach designated authority or rely on authentic source. Do not believe on rumors and don't spread them.

II. Guidelines for Workers:

- i. On day 0, before resuming the work on sites post lockdown period, mandatory medical check-up will be arranged for all workers. The workers coming from outside should observe home-quarantine for at least 14 days as per the guidelines issued by MoHFW. Only medically fit workers will be deployed at site and medical assistance will be arranged for unfit workers. Medical check-up camp should be arranged every month.
- ii. A unique photo identity card with serial number will be issued to all the workers and their family members staying at site. Proper record of all these workers will be maintained. They will not be allowed to go outside site area. All the essential items will be made available to them at site only. If necessary, they can go out wearing face mask, after informing supervisor. No outside worker will be allowed to stay at site without following proper procedure and instructions.
- iii. Start time on site will be staggered to avoid congestion at the entry gates. Number of workers working at a particular time / place will be reduced by making arrangements for different shifts / areas. Accordingly, additional staff such as security guards, supervisors

etc. will be deployed.

- iv. As in most cases, workers reside at the Sites, hence no travel arrangements are required for them. The workers staying outside (which are always nearby) should reach at the site either by walking or by their individual mode of transport (bicycle, two-wheeler etc.).
- v. During attendance, training and other sessions, social distancing guidelines will be followed along with provision of no-touch attendance.
- vi. All workers may be advised to take care of their own health and look out for respiratory symptoms/fever and, if feeling unwell, should leave the workplace immediately after informing their reporting officers. They should observe home-quarantine as per the guidelines issued by MoHFW and should immediately inform the nearest health center or call 011-23978046.
- vii. Workers should not shake hands when greeting others and while working on the site.
- viii. Mandatorily wear face masks while working on site. While not wearing masks, cover your mouth and nose with tissues if you cough/sneeze or do so in the crook of your arm at your elbow.
- ix. Avoid large gatherings or meetings. Maintain at least 1 meter (3 feet) distance from persons, especially with those having flu-like symptoms, during interaction. Not more than 2/4 persons (depending on size) should be allowed to travel in lifts or hoists. Use of staircase for climbing should be encouraged.
- x. Workers should clean hands frequently by washing them with soap and water for at least 40 seconds. When hand washing isn't possible, alcohol-based hand sanitizer with greater than 70% alcohol should be used.
- xi. Workers should not share their belongings like food, water bottles, utensils, mobile phones etc. with others. The utensils should be washed properly post use at designated place.
- xii. Post work, workers should change their clothes before leaving the

site and clothing should not be shook out.

xiii.Avoid touching your eyes, nose, or mouth with unwashed hands.

III. Guidelines for Material, Tools, Machinery, Vehicles etc:

- i. At all point of time, easy access to parking should be ensured since public transit is limited.
- ii. All vehicles and machinery entering the premise should be disinfected by spray mandatorily.
- iii. All construction material arriving at site should be left idle for 3 days before use to ensure safe usage.
- iv. Non-touch garbage bins with biodegradable garbage bag should be installed for waste collection at all common access areas. Proper disposal of garbage bags along with daily cleaning and sanitization of bins should be ensured.
- v. Wipe down interiors and door handle of machines or construction vehicles, the handles of equipment and tools that are shared, with disinfectant prior to using.

4. Therefore, the Commissioners of all the Urban Local Bodies in the State are hereby directed to follow the above Guidelines scrupulously without fail.

5. All the Regional Director-cum-Appellate Commissioners of Municipal Administration in the State are requested to pursue the matter and ensure that the above Guidelines are implemented in the ULBs of their respective ULBs without any deviation.

Commissioner & Director

Encl: As above.

To

The Commissioners of all the ULBs in the State.

All the Regional Director-cum-Appellate Commissioners of Municipal

Administration in the State.

Copy submitted to the Secretary to Government, MA & UD Dept.,
AP Secretariat, Velagapudi

Signature valid

Digitally signed by G S R K R

Vijay Kumar

Date: 2020.05.04 15:29:37 IST

Reason: Approved

3466150/2020/MI SECTION-CDMA

Joint Secretary
and Mission Director (DAY-NULM)

GOVERNMENT OF INDIA
MINISTRY OF HOUSING AND URBAN AFFAIRS



संजय कुमार, आई.ए.एस.

संयुक्त सचिव

एवं मिशन निदेशक (दी.अ.यो.-रा.श.आ.मि.)

भारत सरकार

आवासन और शहरी कार्य मंत्रालय

1

D.O. No. K-12014(21)/1/2018-UPA.I UD

Dated : 18th April, 2020

Dear Madam / Sir,

At the outset, I would like to thank you for joining the Virtual Conference at a short notice and hope that all efforts are being taken to start works as per Ministry of Home Affairs (MHA) order dated 15.04.2020. It is advisable that before the start of the works, a Standard Operating Procedure (SOP) is prepared in local language and circulated to the ULBs for dissemination and display at the work sites. A lucid SOP prepared by NAREDCO in this regard for safety of its construction workers is *enclosed for your reference*. It is suggested to use pictorial representations in the SOP, for ease of understanding of the labour engaged at the work sites.

2. Further, in view of the instances of urban flooding during the previous monsoons, I request you to take up the anti-flooding measures like desilting of storm water drains, creation and maintenance of rain harvesting structures, deepening and desilting of lakes etc. on *Top Priority* before the onset of the ensuing South-West monsoon. Government of India has released nearly Rs.13,510 crore in March, 2020 towards the 14th FC Basic Grants to 12 States. This amount may be used for these activities in addition to the State Finance Commission grants. The Ministry of Housing and Urban Affairs has taken up the matter with Ministry of Finance for early release of the first instalment of the 15th FC grants also.

3. With regard to the projects under various Urban Missions, I urge you to take steps to start works post 20th April duly following the MHA guidelines mentioned above. An Action Plan may also be prepared in view

Contd....2

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of the expected further gradual opening up of the economic activities. The request for additional funds requirement for Urban Missions may be sent to the concerned Mission Director along with the requisite documents to facilitate early release of the next instalment.

4. Further, as you are aware, the Aarogya Setu App of the Ministry of Electronics and Information Technology (Meity) acts as a safety net not only for the individuals but also for the society against the spread of COVID-19. Therefore, I suggest you to impress upon your officers, staff and the construction workers at the worksites to download and install this App on their phones.

5. I once again thank you and your team for the excellent work done to cope up the situation arising due to outbreak of COVID-19 and expect that the same tempo would be maintained until the situation stabilizes. Further, considering the importance of construction sector in revival of the economy - especially in creating jobs, the work on real estate projects may also be encouraged by engaging the workers staying at the construction sites and the camps for the migrant workers with adequate precautions following SOP within overall ambit of MHA's guidelines issued by the Ministry of Home Affairs dated 15.04.2020. I also urge you to monitor implementation of the SOP at various construction sites. Needless to say, please do get the best practices documented and uploaded on the '*COVID Urban Practices - CUP-19*' link on the PMAY portal.

Regards,

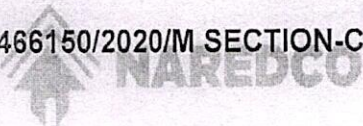
Enclosure : As above

To

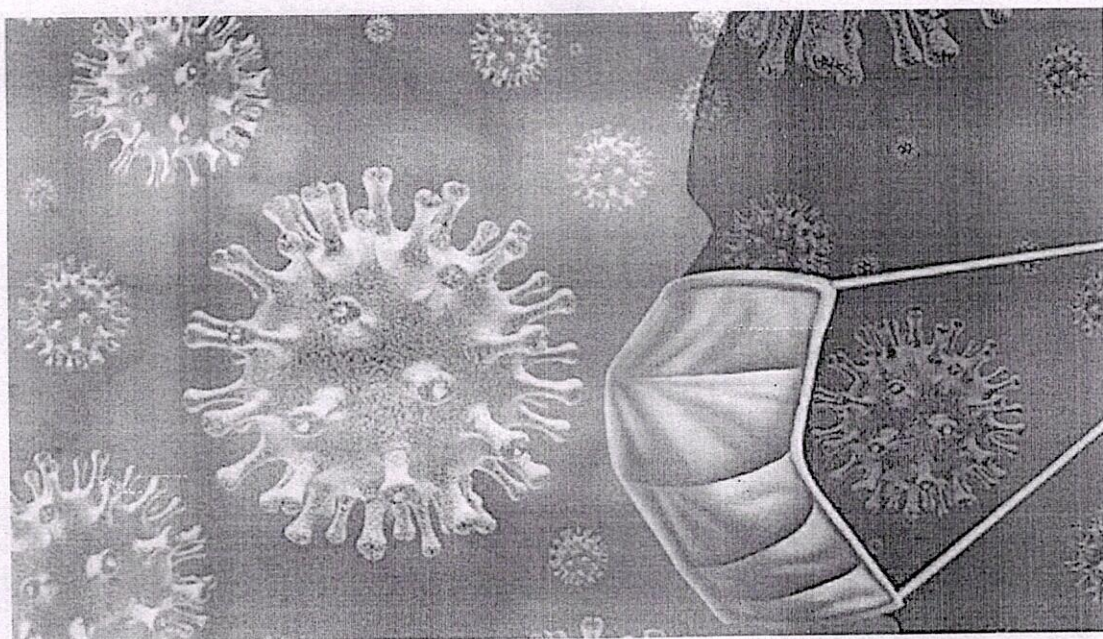
The Principal Secretaries/Secretaries
Municipal Administration/Urban Development Department
of all States/UTs

Yours sincerely,

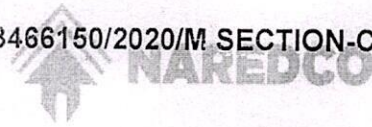
(Sanjay Kumar)



Standard Operating Procedures (SOPs) and Guidelines for Construction Sites for COVID-19 Outbreak



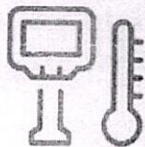
National Real Estate Development Council



In response to COVID-19 outbreak, NAREDCO, under the guidance of **Ministry of Health and Family Welfare (MoHFW)** and **Ministry of Housing and Urban Affairs (MoHUA)**, Govt. of India, has defined the following Standard Operating Procedures (SOPs) and guidelines to ensure safety of construction site workers. In addition to trained Supervisor(s), a Site Safety Representative (SSR) will be deployed at every site, to ensure the safety guideline is followed. Necessary trainings will be given in advance to Supervisors and SSRs, so that they can train the workers further.

General Guidelines – Applicable to All

All Protocol including Emergency Response will be laid out. Identity Card will be issued to everyone entering site area. Periodic tailgate sessions will be arranged to review site protocols in view of highly dynamic scenario ensuring social distancing norms. During these sessions, everyone including workers will be informed about the safety guidelines and important updates. Necessary arrangements for announcements shall be made at every site.



Mandatory Thermal Scanning of everyone entering and exiting a construction site will be done for fever with thermal scanners. If anyone leaves and re-enters the site during the shift, re-screening of the individual will be done prior to re-entry into the work site.

Provision for hand wash & sanitizer (touch free recommended) will be made at all entry and exit points and common areas (including at distant locations like higher floors). Everyone will be required to wash & sanitize his/her hands before entering the site. Same procedure to be followed after exiting the premise. Sufficient quantities of all the items should be available at the site.





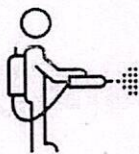
Everyone entering site area should mandatorily wear face mask. Hand gloves should be used by the workers who are handling material coming from outside. Re-usable equipment should be thoroughly cleaned and should not be shared with others.

There will be strict ban on Gutka, Tambaku, Paan etc. on site and spitting shall be strictly prohibited.



Food should be consumed at designated areas only ensuring social distancing. Common sitting arrangements should be removed. Post lunch, waste should be disposed by individual in designated bins and area should remain clean.

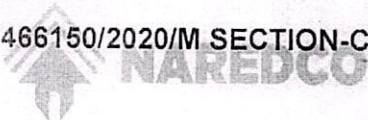
Areas with a probability of bigger gathering, for eg. cleaning area, toilets etc. should be identified and all arrangements should be made to ensure social distancing.



Entire construction site including site office, labour camp, canteens, pathways, toilets, entry / exit gates will be disinfected on daily basis. Housekeeping team should be provided with necessary equipment.

There will be total ban on non-essential visitors at sites (including from Head office staff, consultants etc.).



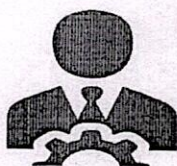
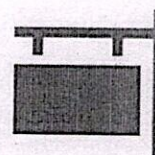


Hospital/clinics in the nearby area, which are authorized to treat COVID-19 patients, should be identified and list should be available at Site all the time.



A doctor will be present periodically (at least once a week) at site on allotted time for any medical assistance.

Appropriate signage at construction site spelling out safety practices in the language which is understood by all.



For any confusion, clarification and update, everyone should approach designated authority or rely on authentic source. Do not believe on rumours and don't spread them.

Guidelines for Workers

On day 0, before resuming the work on sites post lockdown period, mandatory medical check-up will be arranged for all workers. The workers coming from outside should observe home-quarantine for at-least 14 days as per the guidelines issued by MoHFW. Only medically fit workers will be deployed at site and medical assistance will be arranged for unfit workers. Medical check-up camp should be arranged every month.



A unique photo identity card with serial number will be issued to all the workers and their family members staying at site. Proper record of all these workers will be maintained. They will not be allowed to go outside site area. All the essential items will be made available to them at site only. If necessary, they can go out wearing face mask, after informing supervisor. No outside worker will be allowed to stay at site without following proper procedure and instructions.

Start time on site will be staggered to avoid congestion at the entry gates. Number of workers working at a particular time / place will be reduced by making arrangements for different shifts / areas. Accordingly, additional staff such as security guards, supervisors etc. will be deployed.



As in most cases, workers reside at the Sites, hence no travel arrangements are required for them. The workers staying outside (which are always nearby) should reach at the site either by walking or by their individual mode of transport (bicycle, two-wheeler etc.).

During attendance, training and other sessions, social distancing guidelines will be followed along with provision of no-touch attendance.



All workers may be advised to take care of their own health and look out for respiratory symptoms/fever and, if feeling unwell, should leave the workplace immediately after informing their reporting officers. They should observe home-quarantine as per the guidelines issued by MoHFW and should immediately inform the nearest health centre or call 011-23978046.

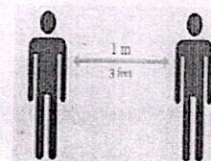


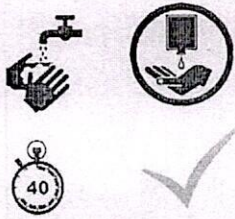
Workers should not shake hands when greeting others and while working on the site.



Mandatorily wear face masks while working on site. While not wearing masks, cover your mouth and nose with tissues if you cough/sneeze or do so in the crook of your arm at your elbow.

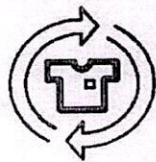
Avoid large gatherings or meetings. Maintain at least 1 metre (3 feet) distance from persons, especially with those having flu-like symptoms, during interaction. Not more than 2/4 persons (depending on size) should be allowed to travel in lifts or hoists. Use of staircase for climbing should be encouraged.





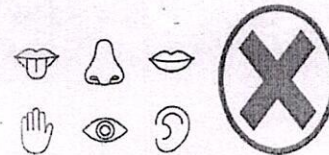
Workers should clean hands frequently by washing them with soap and water for at least 40 seconds. When hand washing isn't possible, alcohol-based hand sanitizer with greater than 70% alcohol should be used.

Workers should not share their belongings like food, water bottles, utensils, mobile phones etc. with others. The utensils should be washed properly post use at designated place.



Post work, workers should change their clothes before leaving the site and clothing should not be shook out.

Avoid touching your eyes, nose, or mouth with unwashed hands.



Guidelines for Material, Tools, Machinery, Vehicles etc.

At all point of time, easy access to parking should be ensured since public transit is limited.



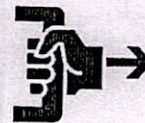
All vehicles and machinery entering the premise should be disinfected by spray mandatorily.

All construction material arriving at site should be left idle for 3 days before use to ensure safe usage.



Non-touch garbage bins with biodegradable garbage bag should be installed for waste collection at all common access areas. Proper disposal of garbage bags along with daily cleaning and sanitization of bins should be ensured.

Wipe down interiors and door handle of machines or construction vehicles, the handles of equipment and tools that are shared, with disinfectant prior to using.



**GOVERNMENT OF ANDHRA PRADESH
MUNICIPAL ADMINISTRATION DEPARTMENT**

**O/o. Commissioner & Director of
Municipal Administration,
Andhra Pradesh, Guntur.**

CIRCULAR

Roc.No.12046/1/2016-M3,

Dated 10/06/2020

Sub: Seasonal Diseases - Control of Water borne and Vector borne diseases in the Urban Local Bodies in the State - Certain instructions issued - Regarding.

Ref: - 1. This office previous instructions issued from time to time.
2. This office Circular Roc.No. 12046/2/2018-M3, Dated 28/06/2019

<<<>>>

The attention of the Commissioners of all the Urban Local Bodies in the State is invited to the references cited, wherein circular instructions have been issued from time to time for control of water borne and vector borne diseases, to control mosquito menace, for conducting Special Sanitation Drive, etc.

2. During the ensuing monsoon, incidence of Water borne and Vector borne diseases may take place. To prevent these diseases, necessary preventive measures shall be taken up by all the Municipal Commissioners and they should ensure that there shall not be any outbreak of the water and vector borne diseases. The following are some of the water and vector borne diseases which are likely to spread during ensuing monsoon:

| (A) Water Borne Diseases | (B) Vector Borne Diseases |
|---------------------------------|----------------------------------|
| Diarrhea | Malaria |
| Gastro Enteritis | Filaria |
| Cholera | Japanese Encephalitis |
| Jaundice (Hepatitis) | Dengue |
| Typhoid | Chikungunya |

3. In order to prevent the incidence of the above diseases, the following instructions are once again reiterated to all the Municipal Commissioners in the State for strict compliance:

3.1 SETTING UP OF CONTROL ROOMS:

- All the Urban Local Bodies in the State shall open Control Rooms

immediately.

- The Control Rooms shall work round the clock.
- All the Urban Local Bodies shall form Teams and the MHO/ Sanitary Supervisor/ Sanitary Inspector/Health Assistant shall be appointed as Team Leader for collecting data and analyzing relevant surveillance reports and ensuring appropriate follow up action.
- House-to-House surveillance on water and vector borne diseases is to be conducted on daily basis.

4. PREVENTIVE MEASURES FOR CONTROL OF WATER BORNE DISEASES:

4.1 Identifying the source of contamination:

- Identify the source of source of contamination of drinking water and ensure repairing of drinking water pipelines
- Arrangements for supply of safe drinking water through tankers to unserved and ill-served areas

4.2 Chlorination of water sources:

- Ensure proper Chlorination of all drinking water sources
- Check water for Residual Chlorine on daily basis at tail ends to ensure 2 PPM and maintain Registers.
- Chlorine tablets are to be distributed for domestic use (Pot Chlorination) and to give wide publicity.

4.2.1 Process of Pot Chlorination:

- Crush Chlorine tablet (0.5 Mg)
- Put in the water container with 20 litres of water
- Allow it to settle for 30 minutes
- Water to consume after 30 minutes
- Use water within 24 hours

4.2.2 Chlorination of stored water: Over head tanks/ Sumps/ Water storage containers:

- Per 1000 liters of water, 2 gms of Bleaching powder is to be added

4.2.3 Process of Chlorination for Storage/ Over Head Tanks:

- Take a bucket of water from Storage/ Over Head tank which is to be chlorinated
- Add the estimated quantity of Bleaching powder
- Stir/ mix and prepare a solution
- Wait for 10 minutes
- The supernatant fluid shall only be mixed to the storage tank
- The precipitant lime shall be thrown away
- The contact period shall be one hour
- The water can be consumed after one hour

Imp. Note: The precipitant lime, if mixed with the drinking water will cause diarrhea because of irritation of Gastro intestinal tract.

4.3 Boiling of water:

- Boiling of drinking water for 15 minutes will kill harmful bacteria. It can be filtered, cooled and be used for drinking. This water is suggested for

infants and children too.

4.4 Sanitation & Solid Waste Management:

- Effectively implement Door to Door Collection of Garbage
- Clear of garbage, heaps and de-siltation of drains shall be taken up everyday to avoid fly nuisance and mosquito breeding
- Sprinkling of Disinfectants shall be taken up, wherever necessary

4.5 Safe Food Measures:

- Avoid raw and uncooked food unless it is peeled or shelled
- Cook food thoroughly and eat it while still hot
- Cooked food should not be stored for a long time. Keep the food covered and reheat it thoroughly before consuming
- Increase awareness in the community about personal hygiene and sanitation
- Washing hands with soap after defecation and urination
- Washing hands with soap before and after taking food
- Trimming of the nails periodically will ensure that dirt will not collect under the nails, as dirt will have lot of harmful bacteria
- Personal hygiene programme in Schools for children.

4.6 Drugs and Medicines:

- Buffer stocks should be maintained in all the PHCs, etc.

4.7 IEC and Awareness Activities:

- Inter-personal contact by the Paramedical staff during their house to house visit and at relief camps
- Conducting of group meetings during the medical relief camps by the PHC staff
- Drum beating (Tom-Tom) everyday morning and evening
- Miking through Auto rickshaw and rickshaws
- Scrolling in the T.V. channels about DOs, DONTs regarding prevention of water borne and vector borne diseases.
- Exhibition of slides regarding preventive measures in Cinema Halls
- Giving the message of measures for prevention of the diseases through handbills, pamphlets and banners
- Involvement of 'Sankalp Volunteers' and 'Paryavarana Mithras'5.

5. PREVENTIVE MEASURES FOR CONTROL OF VECTOR BORNE DISEASES:

5.1 Anti Larval Measures:

- Filling up of low lying areas, pits, ditches, ponds, pools etc.
- Canalization/ De-silting/ De-weeding, Storm water drains and nalas
- Emptying of water containers like Air cooler, drip pan of Refrigerators, removal of coconut shells, broken pots, tins, barrels, drums, bush cutting regularly once in a week i.e. either on Sunday/Saturday
- Cleaning of Over Head Tanks once in a week and covering them with tight lids
- Septic tanks, Gas pipes to be meshed/ covered with bandage cloth
- Releasing of Gambusia fish in the wells, ponds, lakes etc.

- Releasing of guppy fish in drain water ponds and tanks
- Keep water containers closed
- Prevent leakage of taps
- Where water collection is unavoidable, pour a few drops of kerosene in it to kill mosquito larvae
- Source reduction
- De-siltation of all major & medium drains.

5.2 **Remedial Measures:**

Whenever a suspected dengue case is reported, the following measures shall be taken up in that particular area within 24 hours.

- Anti larval operation (Killing larvae in aquatic stage): This action shall be done in 100 houses in and around the suspected dengue/ malaria case
- Street Fogging: Street fogging shall be carried out with Malathion around the suspected area upto 2 kms
- Focal Pyrethrum spray: Focal spray shall be carried out with pyrethrum indoors, 50 houses in and around the dengue/ malaria case
- I.E.C. (Information, Education & Communication) : People shall be educated about the vector borne diseases and their control through pamphlets, courtesy notices, mike announcements, cinema slides etc.

5.3 **Protection from Mosquito Bites:**

- Mosquito proofing of house/ de-welling
- Use of Mosquito nets
- Wearing of full clothes to cover total body
- Use of Mosquito repellants
- Generate smoke by burning of Neem leaves
- Septic tank vent pipes to be covered with a cap (mosquito net)
- Day time, i.e., from 10.00 AM to 4.00 PM, fogging under the culverts, wells, canal drains, etc., continuously for 6 days in each area.

5.4 **Use of Chemicals:**

Baytex (Fenthion) : Mix 5 ml in 10 litres of water and spray on water surface @ 20 ml of mixture of sq.meter of water surface. Should not be used is potable water.

Abate (Temephos): Mix 2.5 ml in 10 litres of water and spray on water surface @ 20 ml of mixture for 1 sq.mtr of water surface. Can be used on all water sources

M.L.O (Mosquito Larvicidal Oil) : No mixing, use 20 ml @ 1 sq. mtr. of surface. Can be made into oil balls. Fill small gunny bag with sawdust. Soak it in MLO for 48 hours and then throw it in water body. Oil oozes out and forms thin film killing larvae.

Malathion: (1:19) Mix one part of pyrethrum in 19 parts of Kerosene. Spray with mist blower inside rooms. Close all doors and windows for 15 minutes and then sweep the floor for all the faller mosquitoes.

6. The Commissioners of all the Urban Local Bodies in the State are,

therefore, instructed to follow all the above instructions scrupulously, so as to avert the water and vector borne diseases in the ULBs. They are further instructed to take the advices of the District Medical & Health Officers & District Medical Officers of their respective Districts in the matter.

7. All the Regional Director-cum-Appellate Commissioners of Municipal Administration are requested to monitor the situation in their respective ULBs and ensure that the Municipal Commissioners are effectively implementing all the above activities. The Regional Director-cum-Appellate Commissioners are further requested to submit consolidated action taken reports on the above items by every Monday.

8. Any slackness in this regard will be viewed seriously and disciplinary action will be initiated against the concerned for their failure to comply with these instructions.

Commissioner & Director

To

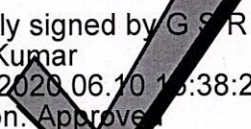
**The Commissioners of all the Urban Local Bodies in the State.
All the Regional Director-cum-Appellate Commissioners of Municipal
Administration in the State.**

Copy to
The Mayors/Special Officers of concerned ULBs.
All the Collector & District Magistrates in the State.
The Engineer-In-Chief (PH), Andhra Pradesh, Tadepalli.

Copy submitted to the Secretary to Government, MA & UD Department, Govt. of AP., Secretariat, Velagapudi, for favour of kind information.

Signature valid

Digitally signed by G S R K R
Vijay Kumar
Date: 2020.06.10 15:38:25 IST
Reason: Approved



//TOP PRIORITY //

**GOVERNMENT OF ANDHRA PRADESH
MUNICIPAL ADMINISTRATION DEPARTMENT**

O/o Commissioner & Director of
Municipal Administration,

,Guntur

CIRCULAR

Roc.No.11035/2/2017/JSEC(13836/2015/J2),

Dated 07/06/2020

Sub:- Municipal Administration Department - Natural Calamities – Disaster Management – South West Monsoon, 2020 (June-September, 2019) in order to protect the lives of people and animals in the event of floods and heavy rains etc. – Certain instructions issued – Regarding.

- Ref:- 1) This office Cir.Roc.No.13836/2015/J2, dt:27.07.2017 & 13.08.2017.
2) From the Secretary, Ministry of Housing and Urban Affairs, Government of India, New Delhi, D.O.No.K-14011/08/2018-UD-II, dt.04.06.2019.
3) Govt.Memo.No.25025/40/UBS/2018, dt.22.08.2019.
4) This office Cir.Roc.No.11035/2/2017/JSEC(13836/2015/J2), Dt.22.09.2019.
5) This office Cir.Roc.No.12046/2/2018/M3, dated.28.06.2019.
6) Lr.No.70/SDMA/2020, dated.02.06.2020 of the Spl. Commissioner for Disaster Management & EO Addl.Secretary to Govt., Revenue (DM) Department, A.P.Secretariat, Velagapudi, Amaravathi.

The attention of all the Commissioners of Urban Local Bodies in the State is invited to the subject cited and keeping in view of the instructions of the Spl. Commissioner for Disaster Management & EO Addl.Secretary to Govt., Revenue (DM) Department, A.P.Secretariat, Velagapudi, Amaravathi, they are hereby instructed to take immediate necessary action to follow the following instructions scrupulously, in order to protect the lives of people and animals in the event of floods and heavy rains etc., during South West Monsoon, 2020 (June-September, 2019).

1. Response and Rehabilitation:-

- Arrange a Control Room with telephone facility and with adequate manpower and attend to the calls round the clock.
- Constitute sufficient number of emergency squads to work under responsible Supervisory Officers to attend to rehabilitation work.
- Arrange required no. of Personal Protective Equipment (PPE) to all the staff who involved in the duties and keep sufficient no. of PPE kits in reserve, so that the same can be used for rehabilitation centers etc. (in view of COVID-19 pandemic).
- Liaison with local Revenue, Fire Service and Police authorities for effective coordination.
- Prepare Preventive Action Plan in Convergence with Revenue and other Line

Departments well in advance and convene meetings on preparedness.

- Identify necessary schools and community halls for setting up of rehabilitation centers.
- Provide drinking water supply & sanitation in those centers and make arrangements for engaging gen sets to support, if there is a power failure.
- Do not sanction any kind of leave to any employee till normal position restores.
- Give wide publicity to the public residing in low lying areas to reach to the safe places and cyclone shelters soon after the first warning is issued on cyclone / flood.

2. Environmental Sanitation:-

- Sufficient stock of sanitation materials viz., implements, bleaching powder, phenyl, malarial oil etc, shall be stored for maintenance requirements.
- To step up the Special Sanitation Drive to prevent the incidences of communicable diseases and other seasonal diseases.
- Lift garbage cent percent without giving any scope or occurrence for spread of communicable diseases like GE, JE, Malaria etc.
- Removal of earthen heaps.
- Identify the water logging areas in the ULB and initiate appropriate steps to bail out the stagnated water.
- Identify the spots where there is a possibility of contamination of water and possibility of stagnation of water and to rectify the same with the possible sources.
- To de-silt all drains including Nalas, to lift and transport the silt removed to the dump yards/designated places, and cleaning outlet points for free flow of water.
- Take all possible preventive measures for control of vector borne diseases viz., Anti-Mosquito and Larval operations, tying of nets to septic outlets, open drain pipes etc, clearing of bushes etc. in vacant sites etc.
- Take remedial measures viz., anti larval operation (killing larvae in aquatic stage, this action shall be done in 100 houses in and around the suspected dengue / malaria case, street fogging, focal pyrethrum spray etc.)

3. Drinking Water Supply:-

- Prepare Advance Contingency Plan for ensuing sufficient drinking water supply.
- Ensure maximum possible quantity of water is stored in the overhead tanks, summer storage tanks, service reservoirs etc.
- Arrange supply of safe drinking water through tankers to un-served and ill-served areas.
- To store safe drinking water packets in sufficient numbers to supply in case of emergency.
- Stocking of sufficient quantity of bleaching, lime & Phenyl for sanitation and to procure chlorine tablets for chlorination of drinking water in case of emergency.
- Identification of Oil Engines for pumping of drinking water to the O.H.S.Rs in case of failure of electricity.
- Ensure sufficient number of water tankers kept ready in good working condition.
- Set up diesel generators at convenient points particularly at the head water works for commissioning in case of emergency
- Ensure proper chlorination at all water sources.
- Arrest pit taps & drinking water pipelines leakages, lift the water samples from various localities and send to labs for testing.
- Keep clean and tidy the surrounding areas of Drinking water source, hand pumps, sumps etc.
- Boiling of drinking water for 15 minutes will kill harmful bacteria. It can be filtered and can be used for drinking. This water is suggested for infants and children.

4. Awareness and General Hygiene:-

- Safety Food measures - Take all precautionary measures viz. avoid raw and uncooked food unless it can be peeled or shelled, cook food thoroughly and eat it while still hot, keep the food covered and reheat it thoroughly before consuming, increase awareness in the community about personal hygiene and sanitation, washing hands with soap after defecation and urination etc.
- Establish medical camps with the help of Government and Private Medical Practitioners in consultation with District Medical and Health Officers.
- Take IEC and awareness activities viz. , conducting of group meeting during the medical relief camps by the PHC staff, drum beating (tom-tom), mike announcements etc.
- Alert the people with adequate publicity through local media, cine slides and other means.
- Have close liaison with the District Collector, Regional Director-cum-Appellate Commissioners of Municipal Administration and with this office.
- Involve the local officials, elected representatives, SLF/TLF group members for creating awareness among the people, and also in rescue operations.
- Take up information, education and communication activities.

2. Above are some of the significant activities to be taken care of. However, the MCs shall also follow the instructions issued by the District Administration, basing on the situations. All the Regional Director-cum-Appellate Commissioners of Municipal Administration are requested to monitor the situation in their respective ULBs and ensure that the above instructions shall be followed by the Municipal Commissioners concerned.

3. Any slackness in this regard noticed, will be viewed seriously and further action will be initiated against the concerned.

Sd/- VIJAY KUMAR

GSRKR.IAS

Commissioner &

Director.

To,
All the Commissioners of ULBs in the State (Through the RDMA's concerned).
All the RDMA's in the State.
Copy to all the District Collectors in the State.
Copy to Engineer-in-Chief, with a request to issue instructions to all the Chief Engineers / SEs / EEs concerned to assist the Municipal Commissioners.
Copy to the Regional Fire Officers in the State.
Copy to all the Officers of this office.
Copy to the Spl. Commissioner for Disaster Management & EO Addl. Secretary to Govt., Revenue (DM) Department, A.P. Secretariat, Velagapudi, Amaravathi
Copy submitted to the Secy. to Govt., MA&UD Dept., AP Secretariat, Velagapudi, Guntur Dist., for favour of kind information.

Signature valid

Digitally signed by G S R K R
Vijay Kumar
Date: 2020.06.07 19:35:39 IST
Reason: Approved

ANNEXURE - I

STATEMENT SHOWING THE IEC ACTIVITIES TAKEN UP FOR CONTAINMENT OF COVID-19 IN THE ULBs

DATE: _____

[illegible]

DETAILS OF OPENING OF RYTHU BAZARS/VEGETABLE OUTLETS IN URBAN LOCAL BODIES IN THE STATE

Date:

| Sl. No. | Name of the ULB | No. of Rythu Bazars/Vegetable Outlets permitted to open | No. of Rythu Bazars/Vegetable Outlets opened | Percentage of Rythu Bazars/Vegetable Outletsopened | No. of Rythu Bazars/Vegetable Outlets inspected | | No. of Rythu Bazars/Vegetable Outlets opened against SOP | Percentage of Rythu Bazars/Vegetable Outlets not complying with SOP | Action taken against the Rythu Bazars/Vegetable Outlets opened against SOP | | | | | | | |
|---------|-----------------|---|--|--|---|------------|--|---|--|------------|--------------------------------------|------------------|-------------------------------|----------------------------------|--------------------|------------|
| | | | | | Today | Cumulative | | | No. of Rythu Bazars/Vegetable Outlets closed | | Amount collected as penalty (in Rs.) | | | | No. of cases filed | |
| | | | | | | | | | Today | Cumulative | No. of shops fined Today | Amount Collected | Cumulative No. of Shops fined | Cumulative fine amount collected | Today | Cumulative |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
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ANNEXURE - II C

DETAILS OF OPENING OF PROFESSIONAL BARBER SHOPS IN URBAN LOCAL BODIES IN THE STATE

Date:

| Sl. No. | Name of the ULB | No. of Professional Barber Shops permitted to open | No. of Professional Barber Shops opened | Percentage of Professional Barber Shops opened | No. of Professional Barber Shops inspected | | No. of Professional Barber Shops opened against SOP | Percentage of Professional Barber Shops not complying with SOP | Action taken against the Professional Barber Shops opened against SOP | | | | | | | |
|---------|-----------------|--|---|--|--|------------|---|--|---|------------|--------------------------------------|------------------|-------------------------------|----------------------------------|--------------------|------------|
| | | | | | Today | Cumulative | | | No. of Professional Barber Shops closed | | Amount collected as penalty (in Rs.) | | | | No. of cases filed | |
| | | | | | | | | | Today | Cumulative | No. of shops fined Today | Amount Collected | Cumulative No. of Shops fined | Cumulative fine amount collected | Today | Cumulative |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
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ANNEXURE - II B

DETAILS OF OPENING OF LOW BUDGET BARBER SHOPS IN URBAN LOCAL BODIES IN THE STATE

Date:

| Sl. No. | Name of the ULB | No. of low budget barber shops permitted to open | No. of low budget barber shops opened | Percentage of low budget barber shops opened | No. of low budget barber shops inspected | | No. of low budget barber shops opened against SOP | Percentage of low budget barber shops not complying with SOP | Action taken against the low budget barber shops opened against SOP | | | | | | | |
|---------|-----------------|--|---------------------------------------|--|--|-------------|---|--|---|-------------|--------------------------------------|------------------|--------------------------------|-----------------------------------|--------------------|-------------|
| | | | | | Today | Cummulative | | | No. of low budget barber shops closed | | Amount collected as penalty (in Rs.) | | | | No. of cases filed | |
| | | | | | | | | | Today | Cummulative | No. of shops fined Today | Amount Collected | Cummulative No. of Shops fined | Cummulative fine amount collected | Today | Cummulative |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| | | | | | | | | | | | | | | | | |
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ANNEXURE - II A

DETAILS OF OPENING OF SHOPS IN URBAN LOCAL BODIES IN THE STATE

Date:

| Sl. No. | Name of the ULB | No. of shops permitted to open | No. of shops opened | Percentage of shops opened | No. of shops inspected | | No. of shops opened against SOP | Percentage not complying with SOP | Action taken against the shops opened against SOP | | | | | | | |
|---------|-----------------|--------------------------------|---------------------|----------------------------|------------------------|------------------------------|---------------------------------|-----------------------------------|---|------------------------------|--------------------------|------------------|-------------------------------|----------------------------------|--------------------|------------|
| | | | | | Today | Cumulative w.e.f. 01.07.2020 | | | Closed | | Fines imposed | | | | No. of cases filed | |
| | | | | | | | | | No. of shops closed Today | Cumulative w.e.f. 01.07.2020 | No. of shops fined Today | Amount Collected | Cumulative No. of Shops fined | Cumulative fine amount collected | Today | Cumulative |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| | | | | | | | | | | | | | | | | |
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ANNEXURE - IV

INFORMATION ON SPECIAL SANITATION DRIVE IN THE URBAN LOCAL BODIES OF THE STATE

DATE: ...-07-2020

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