

Government of Punjab
Department of Home Affairs and Justice

To

1. All the Divisional Commissioners and the Deputy Commissioners in the State
2. All the Zonal IGPs, Commissioners of Police, DIGs and SSPs in the State

No. SS/ACSH/2020/ 338

Dated, Chandigarh, the 30th April, 2020

Subject: Clarification regarding Standard Operating Procedure (SOP) to be followed by industries/industrial establishments

1. This is in continuation to letter No.SS/ACSH/2020/313, dated 18.04.2020 of the Department of Home Affairs & Justice, Government of Punjab vide which Ministry of Home Affairs (MHA), Government of India dated 15.04.2020 guidelines were communicated for compliance. Para 2(v) of these guidelines read as under-

"In para 15, as many as 11 different categories of industrial establishments have been allowed to operate. The conditions mentioned under clause 15 (ii) regarding stay and transport of workers be applied also to the categories of the remaining 10 categories of industrial establishments individually employment 10 or more persons."

2. The letter of the Home Department has created some confusion and at some places it has been interpreted to mean that industries in rural areas will not be allowed unless they have housing facility for labour in the factory or in the adjacent area.

It has now been decided to delete this para.

Accordingly-

- (i) For all the 11 categories of industries under clause-15, as stipulated in clause-21 (ii), the SOP as in Annexure-ii would be required to be followed i.e. either there would be housing facility for the labour in the factory itself or in the adjacent building or special transportation facility would be arranged without any dependence on the public transport facility.
- (ii) For the industries covered under clause 15 (ii) there is one additional stipulation in the sense that as far as possible, the management shall make arrangements for stay of workers within their premises or in the adjacent buildings. That does not mean that in-house facilities have to be necessarily provided. The guidelines permit transportation of workers in dedicated transport by ensuring social distancing

For (i) & (ii) special transportation would also include on foot and bicycle for labourers living in the vicinity of industry as clarified vide this office letter no. SS/ACSH/2020/336 dated 29/04/2020.

It may accordingly be seen that all categories of industries have to mandatorily follow the SOP in Annexure-ii i.e. either housing facilities have to be provided in the factory or in the adjacent buildings or specially dedicated transportation facilities have to be arranged (or on foot or bi-cycle) for the labour.

Sanjiv Chaudhary

Additional Chief Secretary Home
30.04.2020

CC:

1. CPS/CM
2. CS
3. PSCM
4. ACS Industries & Commerce
5. DGP Punjab
6. ADGP-Law & Order

Government of Punjab
Department of Home Affairs & Justice

To

1. All the Divisional Commissioners and the Deputy Commissioners in the State
2. All the Zonal IGPs, Commissioners of Police, DIGs and SSPs in the State

No.SS/ACSH/2020/313

Dated: Chandigarh, the 18th day of April, 2020.

Sub: Implementation of Consolidated revised guidelines for containment of COVID-19 issued by the Ministry of Home Affairs, Government of India vide Order dated 15.04.2020 along with the corrigendum issued vide Order dated 16.04.2020, to be implemented w.e.f. 20.04.2020.

Kindly find enclosed herewith consolidated revised guidelines for containment of COVID-19 issued by the Ministry of Home Affairs, Government of India vide Order No.40-3/2020-DM-I(A) dated 15.04.2020 alongwith the *corrigendum issued vide Order No.40-3/2020-DM-I(A), dated 16.04.2020* and to be implemented w.e.f. 20.04.2020 for meticulous compliance.

2. While implementing the guidelines and directives contained in these orders, it may be noted and ensured :

(i) As explained in para 2, the activities allowed under these guidelines will not be permitted in the containment zones. As regards the exact definition of containment zone and the activities permitted therein, the district authorities would abide by the instructions of the Health Department issued separately in this regard.

Broadly, the trigger for establishing a containment zone is discovery of 2 or more confirmed cases of Covid-19 in a locality. The zone is to be set-up by district authorities (DC, SSP and CS) based on the number of cases, their geographical distribution and feasibility of sealing the area. The containment zone can accordingly be starting from a locality to a colony, sector(village), single or multiple wards or the entire city itself. It has to be a well defined geographical area wherein only bare minimum essential activities would be permitted. The guidelines dated 15.04.2020 would be applicable only outside the containment zone which may not be confused with hot-spot, red zone etc which are not relevant for the purpose of these guidelines.

(ii) As explained in para 4, these guidelines are to be strictly implemented without any dilution. The District Magistrates can, however, in exercise of the powers vested vide para 4.ii), fix the timings of various establishments, industries and other permitted activities depending upon the local requirements and norms of social distancing.

P. S. Singh

- (iii) As per para 12(vii), Dhabas on high-ways are permitted. These are to be permitted for take-away food items only and not for sit-in meals.

Vide this letter No. SS/ACSH/2020/Spl.2 dated 29.3.2020, eateries and bakeries etc. were allowed to open for home delivery. There has been a case in New Delhi where a delivery boy tested positive for Covid-19 exposing large number of people to possible infection. The district authorities may accordingly weigh in the merits and demerits of opening of restaurants and bakeries and if it is found that things can be managed without allowing them to open, these may be shut-down.

- (iv) In view of approaching summer season and the new academic session, distribution of books by book-shops to school and college students and sale of air-conditioners, air-coolers, fans and their repair shops may be treated as essential goods/services and allowed to remain open and operate.
- (v) In para 15, as many as 11 different categories of industrial establishments have been allowed to operate. The conditions mentioned under clause 15(ii) regarding stay and transport of workers be applied also to all categories of the remaining 10 categories of industrial establishments, individually employing 10 or more persons.
- (vi) As per para 16, a number of construction projects have been permitted subject to some conditions. Even though it is not specifically mentioned in the guidelines, it is implied that the related activities in terms of stone crushers, mining of sand and gravel and its transport, sale out-lets of cement, steel etc. are also to be permitted. Their working norms can be regulated.
- (vii) Para 19(ii) has permitted the Government Departments to work with restricted staff. While implementing this decision, the guidelines of the Department of Personnel, Government of Punjab may also be kept in view.
- (viii) As per item No.12 at Annexure-I, large meetings are prohibited. Meetings of 5 or more persons may be treated as large meetings.

Bulk passes may be issued for the industrial and other establishments and other activities which have now been permitted w.e.f. 20.04.2020.

Note: For facilitating easy reference -

- (i) Guidelines dated 15.04.2020 and corrigendum dated 16.04.2020 have been consolidated and placed in a separate document - Uptodate consolidated revised guidelines.

Dabir Singh

- (ii) Activities added & permitted and other activities in the latest guidelines dated 15.04.2020 in addition to the activities already permitted vide previous guidelines dated 24.03.2020 and addenda thereto have been shown in green colour.
- (iii) Activities prohibited have been shown in red colour.

Darshan Chawla

Additional Chief Secretary (Home)

18.04.2020

CC:

- 1. CPS/CM
- 2. CS
- 3. PSCM
- 4. DGP Punjab
- 5. ADGP-Law & Order

Encl.:

- 1. DO letter dated 15.04.2020 of Union Home Secretary
- 2. Order dated 15.04.2020 of MHA, GoI
- 3. Consolidated revised guidelines dated 15.04.2020 of MHA, GoI
- 4. Corrigendum dated 16.04.2020 of MHA, GoI
- 5. Up-to-date [upto 17.04.2020] consolidated revised guidelines.

**Government of Punjab
Department of Home Affairs & Justice**

To

1. All the Divisional Commissioners and the Deputy Commissioners in the State
2. All the Zonal IGPs, Commissioners of Police, DIGs and SSPs in the State

No.SS/ACSH/2020/ 336

Dated: Chandigarh, the 29th day of April, 2020.

Sub: Addressing the concerns of industries.

Your kind attention is invited to this office letter No.: S/ACSH/ 2020/313 dated 18.04.2020 (copy enclosed for ready reference) conveying the consolidated revised guidelines for containment of COVID-19 issued by the Ministry of Home Affairs (MHA), Government of India vide Order No.40-3/202D-DM-1(A) dated 15.04.2020 and to be implemented w.e.f. 20.04.2020 for compliance.

2. The aforesaid guidelines of MHA, as per Clause 15, have permitted the industries in Special Economic Zones (SEZs) and Export Oriented Units (EOUs), industrial estates, industrial townships and industries in rural areas to operate subject to the condition that they would implement the SOP described at Annexure- II attached to these guidelines. The SOP requires that the management would provide for special transportation of workers, in house facility for labour, medical insurance of workers, tie-up with hospitals and arrangements for disinfecting the premises, thermal screening of employees and hand washing etc.

3. The industry in Punjab fears that in case a worker in the factory was found to be COVID-19 positive, district authorities might take legal action including imprisonment of CEO.

4. The Union Home Secretary has, vide DO letter No.40-10/20: O-DM-1(A) dated 23.04.2020 (copy enclosed), clarified that there is no such clause in the consolidated revised guidelines dated 15.04.2020 for an automatic legal action against the management. As per these guidelines, work places and industrial and commercial establishments are required to follow the SOP and the protocol as notified by the health authorities.

5. Your attention is also drawn to para 6 of the DO letter of 23.04.2020 of the Union Home Secretary (copy attached) vide which it has been stated no fresh license or statutory approval is required by the industry for resumption of permitted activities. MHA has separately clarified that for restarting the operations, industry would require no approval of district authorities. If the industry is satisfied that they have made adequate arrangements for implementation of SOP and they have made a self-declaration to that effect, then they can start the operations. However passes for special transportation of workers from the district authorities would still be required. Similarly, the management may also require passes for themselves and the vehicles. Accordingly, the industries be allowed to operate and the orders passed by the district Magistrates under Section 144 of Cr.PC may be amended clarifying this issue.

6. The guidelines dated 15.04.2020 about labour being stationed in the premises mean that the labour will not depend upon public transport, auto-rickshaws or state transport buses etc. However, the labour may be permitted to move on cycles or on foot if the workers are residing within a short distance from the industry.

Darshan Arora

7. It is important to note that it is incumbent upon district authorities to ensure that whatever industrial activities have been permitted, these are allowed in the State. The District authorities may accordingly call the industrial associations for a meeting and persuade them to re-start the operations in the permitted areas.

Darshan Chawla

Additional Chief Secretary (Home)
29.04.2020

CC:

1. CPS/CM
2. CS
3. PSCM
4. DGP Punjab

Encl.:

- (i) This office letter No.SS/ACSH/2020/313 dated 18.04.2020 forwarding Consolidated revised guidelines dated 15.04.2020 of MHA to be implemented w.e.f. 20.04.2020.
- (ii) D.O from Union Home Secretary dated 23.04.2020
- (iii) Consolidated guidelines as on 27.04.2020 (including 4th Corrigendum dated 24.04.2020)