



**Sub: SOP for Corona-virus Pandemic (COVID-19)**

In wake of spread of Novel Corona Virus (COVID-19), jails across the world have been identified as the most probable potential threat, being crowded and closed space. Therefore, strict monitoring and screening is required at all the time in all the jails.

It has been observed that there are 5 ways in which the Corona-virus (COVID-19) can enter a jail along with human beings:

- Duty staff/Police escort;
- Mulakaat;
- New prisoner;
- Parole returned prisoner;
- Prisoner returned after Court hearing.

To block all the above said entries, an SOP is being circulated to all the Superintendents of Jails, which include Prevention, Screening & Identification, and Treatment. These instructions shall be followed along with other instructions issued by various National/ International Organizations.

**PREVENTION**

**1. Awareness:**

- (a) Generate awareness among the prisoners and prison staff regarding prevention, causes, symptoms and treatment of the disease.
- (b) Medical Officers and local medical experts can be engaged for the same.
- (c) Posters and banners may be placed at strategic locations in and outside the jails.
- (d) Audio messages may be aired by using the public address systems installed in jails.

## 2. Hygiene:

- (a) Ensure hygienic conditions in all the jails. Direct all the prisoners and prison staff to **wash hands and face frequently**, esp. before and after taking meals, after coughing/sneezing, caring for the sick, toilet use etc.
- (b) Disinfect the prisons regularly by using bleaching powder, soap or spirit based disinfectant.
- (c) Place **Sanitizer Bottles** at all the strategic locations of the jail.
- (d) Properly monitor and sanitize **mulakaat area** frequently.
- (e) All hard surfaces touched by officers, inmates and visitors be cleaned/sanitized regularly.

## 3. Social Distancing (Physical contact):

- (a) Ensure social distancing of minimum 3 feet among the prisoners as well as prisoners and staff throughout day and night.
- (b) Prisoners and prison staff to avoid **direct contact** with other fellow prisoners and staff.
- (c) Provide **masks and gloves** to prison staff and all those prisoners working in running of prison administration.
- (d) All jails to provide sufficient IR Thermometers to ensure 100% screening of persons entering the jail premises. Staff to be screened twice daily.

## 4. Prisoners at Risk:

- (a) Prepare a list of **High Risk Prisoners and staff** like those above the age of 60 or suffering from serious ailments.
- (b) Take special care of **pregnant women prisoners** as well as **children** living with women prisoners.
- (c) Ensure **screening** of all the new entries as well as those prisoners who return from court hearings/parole.

## 5. Court Hearings:

- (a) Hon'ble Punjab and Haryana HC has directed all the district courts to avoid physical appearance of the accused/applicants as much as possible and make use of VC for the purpose of court proceedings.
- (b) In case physical appearance is required, screening of the police escort as well as sanitization of escort vehicle shall be done at the jail premises before sending the concerned prisoner.
- (c) The incoming prisoners shall then be screened and quarantined for at least 3 days to monitor for any symptoms.

6. **Control on Crowding:**

- (a) Sports, games and other activities that require physical contact are to be temporarily suspended till further orders.
- (b) There shall be minimum crowding while the food is distributed. Social distancing be maintained.
- (c) Hospital/Religious visits inside the jail shall be scheduled in such a manner that there is minimum crowding. Take prisoners in confidence and close the religious places if there is consensus.
- (d) All jails to immediately suspend physical *mulakaat* and introduce eMulakaat using ePrisons. The video tutorials and other instructions regarding the same have been circulated to all the jails.
- (e) Inmates working in **Common Kitchen** must be checked every day for symptoms and must carry utmost hygiene.

**SCREENING AND IDENTIFICATION**

1. **Isolation wards:**

- (a) **Quarantine** blocks shall be prepared in all the jails which can be any block or factory, that must have at least 3 big rooms. All asymptomatic new entrants shall be quarantined for minimum of 3 days preferably of 7 days. They shall be shifted to the local hospital or normal barracks, depending upon the final screening after quarantine period.
- (b) **Isolation wards** shall be set up in prison hospitals to segregate the symptomatic prisoners.
- (c) **Places** in and around the jail shall be identified which can be used as a **Temporary Jail** in case there is an outbreak in any prison.
- (d) Immediately isolate the prisoners with symptoms of the disease to the isolation ward.

2. **Medical Help:**

- (a) At least one Medical Officer must be present at any time of the day or night inside the jail.
- (b) Prison staff shall be screened twice a day on daily basis.
- (c) Convict prisoners working in jail hospitals must be trained properly to handle such prisoners with doubt/confirmation of COVID-19.
- (d) Home-made remedies must be avoided.
- (e) Take note of **False symptoms** which may be used by notorious prisoners for illegal gains.

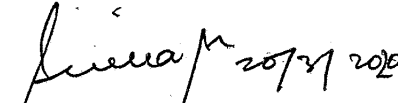
3. **Trace the origin:**

- (a) Any prisoner/staff found symptomatic must be immediately rushed for local medical help and further screening.
- (b) Trace the contact point of the COVID positive prisoner/staff immediately.
- (c) All the fellow prisoner/staff anticipated to be in touch of the infected prisoner/staff shall be immediately shifted to isolation ward and screened regularly.

**TREATMENT**

1. **Medical Infrastructure:**

- (a) **Ambulance and other mobility** infrastructure must be readily available to carry out the prisoner/staff outside the jail.
  - (b) **Infrared thermometer** and other such screening devices must be available in all jails.
  - (c) **Training** to handle diseased prisoners/staff must be provided to all the concerned officials/prisoners.
  - (d) **Body Suits** are available with the Government. Immediate requirement should be made to the Headquarters in case this is required.
2. **No delay** shall be expected while dealing with such cases.
3. **State Medical Authorities** are working 24\*7 to ensure timely treatment, so there shall be no doubt in reaching the hospital during odd hours.
4. **Symptomatic prisoner/staff** must not be isolated from others until tested negative.

  
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Prisons, Punjab, Chandigarh  
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Copy of the above is forwarded to the following for necessary action:

1. All Superintendents of Jails, Punjab.
2. DIG Ferozpur/Patiala/Amritsar Circle.