



INDIAN INSTITUTE OF TECHNOLOGY – ROORKEE

SOP FOR SURVEILLANCE, CONTAINMENT & CAUTION

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All activities have been permitted outside containment zone. However, the following activities will be subjected to strict adherence of SoPs as indicated below:

- Social/religious/sports/entertainment/educational/cultural/religious gathering, subjected to SOP of the Government of India & District administration.
- Cinema halls and theatres, subject to a revised to a revised SoP to be issued by the Ministry of Information & Broadcasting in consultation with MHA.
- Swimming pools, subject to a revised SoP to be issued by the Ministry of Youth Affairs & Sports (MoYA&S) in consultation with MHA.
- Exhibition halls, subject to a revised SoP to be issued by the Department of the Commerce in consultation with MHA.

NOTE

- a) This is not applicable for the return of students to the campus. The guidelines of return of students come under the purview of the DoSW office.
- b) This is with compliance of the Surveillance, Containment and Caution guidelines of the MHA order (40-3/2020-DM-I(A)) & the Uttarakhand State Government (1002/USDMA/792(2020) TC.



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A. SOP FOR ENTRY OF CONTRACTOR'S WORKMEN/WORK HIRE AGENCY/OTHER SERVICE PROVIDER

The following points shall be taken care regarding entry of Contractor's Workmen/Work hire agency/other service providers in IITR campus:

1. Use of **Aarogya Setu app** by all on IITR Campus is advised.
2. Everyone must wear a face mask at all times.
3. Spitting on public places inside the campus will be strictly prohibited (a punishable offence under the Disaster Management Act).
4. All Individuals must maintain a minimum distance of 6 feet every time (Social Distancing).
5. No person from containment zone shall be allowed and involved in the work. It is whole sole responsibility of indenting/ concern office to ensure the same.
6. The **site/zone/location** on which the work is to be done, the isolation of the working contractor workmen (i.e. they are confined in a defined area) and adherence of all safety guidelines will be ensured by the respective indenting department / office only.
7. All contractor workmen will be provided with a **reflective jacket & required to wear it** all the time while attending /working at the IITR campus.
8. Person with fever or problem with breathing shall not be allowed at the site and must visit city hospital. It shall be responsibility of the contractor/indenting office to take care of this.
9. It will be the responsibility of the contractor to ensure that their workmen enter the IITR campus and **go directly to the designated site/zone/location** and move out of the campus directly after the shift ends. In any case, if they are found anywhere other than the nominated site, then in that case strict actions will be taken against the contractor.
10. There shall be no restriction on inter-State & intra-State movement of persons and goods.
11. No separate permission/approval/e-permit will be required for any such movement (as per latest guidelines: 1002 / USDMA / 792 (2020) TC.



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B. SOP FOR INTRA-STATE (WITHIN UTTARAKHAND) & INTER- STATES (UTTRAKHAND TO OTHER & OTHER TO UTTARAKHAND STATE) FOR PERSONAL OR OFFICIAL REASONS

The following points shall be taken care for intra-state & intra-state movement of asymptomatic visitors/persons for official or personal reasons. This SoP is valid till a new directive is issued by the Uttarakhand government.

1. There shall be no restriction on inter-State & intra-State movement of persons.
2. No separate permission/approval/e-permit will be required for any such movement (as per latest guidelines: 1002 / USDMA / 792 (2020) TC.
3. Use of **Aarogya Setu App** is strongly recommended.
4. Use of face mask is mandatory.
5. Spitting on public places will be strictly prohibited (a punishable offense under the Disaster Management Act).
6. Frequent wash of hands or use of hand sanitizer is recommended.
7. All Individuals must maintain a minimum distance of 6 feet every time (Social Distancing).
8. All persons, irrespective of the mode of travel, days of visit shall be exempted from being quarantined.



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C. SOP FOR COMMERCIAL ESTABLISHMENTS (NEWSPAPER VENDOR/MILKMAN/WASHERMAN/STATIONARY SHOPS/BARBER SHOP) INSIDE THE CAMPUS

According to the decision made by the Institute committee with reference to the USDMA issued guidelines, below are the SoP defined for the commercial activities (Newspaper Vendor/Milkman/Washerman/Stationary Shops/Barber Shop) inside the campus:

1. Barber shops are allowed to open at the campus including the Hostel/Bhawan area with adherence to below points:
 - i. Reduce overcrowding and staggering of clients through any system (i.e. Token system through e-mode e.g. Whatsapp.
 - ii. Proper sanitization of the area after every use.
 - iii. Chairs should be placed in such a way that minimum 6 feet's distance between two chairs.
 - iv. Hand sanitizers at the entry gate of the shop for client.
 - v. Separate towel/shall be used for each client every time, In case towels are to be reused a separate towel to be used for each customer and the used towel shall be disinfected by 0.1% sodium hypochlorite solution.
 - vi. All equipment shall be sanitized after each use on the client.
 - vii. Carpets and rugs are not allowed. Floor must be cleaned regularly and frequently.
 - viii. The Arogaya Setu application will be downloaded by all workers /clients.
 - ix. Use of mask/face shield, hand gloves by staffs. The use of **Cover All** by staff is suggested.
2. Newspaper delivery& Milkman are allowed by the Vendor with adherence to all safety measures. They will be allowed to go to the residence gate.
3. The time limit for all commercial outlets/ shops (inside the campus) to remain open till to 8 pm (as per local administration orders).
4. All stationary shops inside the campus are allowed to with adherence to safety precautions in mind.
5. The Washerman are allowed to visit the residence inside the campus.



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D: SOP FOR INSTITUTE SPORTS COUNCIL

(wrt Notification No: IITR/ISC/SOP/2020-21/2)

It is for the general information of all the Students, Faculty and Staff members that according to the recommendation of the Review Committee, the following Sports Activities are re-opening during Unlock-5.0 with immediate effect under the stipulated Standard Operating Procedure (SOP) as approved by the Competent Authority.

Activities	Timings	Remarks
Athletics (LBS Stadium)	06:00 a.m. – 8:00 p.m.	1. Only walking, jogging, and other free-hand exercises are allowed. 2. Wearing a mask is compulsory while walking. For people engaged in other high intensity aerobic exercises, wearing a mask is recommended. 3. A maximum of 100 persons is allowed at a time inside LBS.
Badminton	06:00 a.m. -10:00 p.m. (for staff and their wards) 04:00 p.m. to 08:00 p.m. (for students)	Singles & Doubles
Basketball	06:30 a.m. -09:30 a.m. (for staff and their wards) 4:00 p.m. to 8:00 p.m. (for students)	Practice Game only. Competitive matches are not allowed
Cricket	06:30 a.m.- 09:30 a.m. 3:30 p.m. - 8:00 p.m.	Practice Game only. Competitive matches are not allowed
Football	3:30 p.m.- 8:00 p.m.	Practice Game only. Competitive matches are not allowed
Hockey	3:30 p.m. - 8:00 p.m.	Practice Game only. Competitive matches are not allowed
Squash	06:30 a.m. – 09:30 a.m. 4:00 p.m. – 8:00 p.m.	Singles & Doubles
Tennis	06:30 a.m.- 09:30 a.m. 4:00 p.m. - 8:00 p.m.	Singles & Doubles
Table Tennis	06:00 a.m.- 10:00 a.m 4:00 p.m.- 8:00 p.m.	Singles & Doubles
Volleyball	3:30 p.m.- 8:00 p.m.	Practice Game only. Competitive matches are not allowed
Yoga	06:30 a.m. -08:30 a.m. 5.00 p.m. - 7.00 p.m.	A maximum of 15 persons are allowed at a time inside the Yoga hall.

The entry into the permitted sports facilities will only be allowed with a valid Institute ID card/Medical booklet. Only LBS Stadium will be opened on all SEVEN Days of the Week others sports facilities will remain closed on Monday and Gazetted Holidays.

The Institute has made the following safety arrangements:

1. Daily sanitization of common areas in the sports facilities and the toilets.
2. Contactless soap-dispensing machines in the toilets.
3. Pedal-operated hand sanitizer dispensers near each sports facility.
4. Thermal screening at the entrance of each sports facility.

All are requested to follow the instructions and cooperate with the sports officials and security personal to ensure the safety of the Institute Community.

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E: SOP FOR ANY GATHERING (SOCIAL/ RELIGIOUS/ SPORTS/ ENTERTAINMENT/ EDUCATIONAL/ CULTURAL)

The following points shall be taken care of for SOCIAL/ RELIGIOUS/ SPORTS/ ENTERTAINMENT/ EDUCATIONAL/ CULTURAL gathering. This SoP is valid till a new directive is issued by the Uttarakhand government.

1. The use of Aarogya Setu App is strongly recommended & shall update the same regularly.
2. The use of a face mask is mandatory every time.
3. All such gatherings shall be done only with prior permission with the consent of their respective authorized approving office.
4. Spitting on the public will be strictly prohibited (a punishable offense under the Disaster Management Act).
5. All Individuals must maintain a minimum distance of 6 feet every time (Social Distancing).
6. Use of sanitizer at event location shall be ensure by the organizer.
7. Any gathering shall be allowed only with ceiling of 100 persons (maximum) with adherence of all covid19 safety guidelines.
8. Proper arrangement of disposal bins shall be ensured.
9. Proper sanitization of the area after every use shall be ensured.



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F: SOP Extension of validity of Standard Operating Procedure for Epidemiological Surveillance & Response for the new variant of SARS-CoV-2 in the context of regulated resumption of limited flights originating from United Kingdom (UK) to India

This Standard Operating Procedure thus shall be valid till 14th February 2021 (23:59 Hrs IST) or further orders whichever is earlier:

Actions to be taken at International Airports

1. Directorate General of Civil Aviation (DGCA) will issue necessary permission for limited number of flight operations between India and UK (as per the directions from the Ministry of Civil Aviation), to the eligible airlines. DGCA would ensure adequate spacing between flights scheduled to arrive at Indian airports to avoid any crowding during testing protocol. DGCA will also strictly monitor that the airlines do not allow any passengers to travel from UK to India through a transit airport of third country, to ensure there are no omissions in monitoring of those passengers.
2. All international travellers as described in the scope above will be required to declare as per existing procedure, their travel history (of past 14 days) and fill up the Self Declaration Form to be screened for COVID-19.
3. All the passengers coming from UK till 14th February 2021 shall be subjected to the following:
 - 3.1. All passengers should submit self-declaration form on the online Air Suvidha portal (www.newdelhairport.in) at least 72 hours before the scheduled travel.
 - 3.2. All the passengers arriving from U.K. should be carrying negative RT-PCR Test Report for which test should have been conducted within 72 hours prior to undertaking the journey. The same also shall be uploaded on the online portal (www.newdelhairport.in).
 - 3.3. Airlines to ensure the availability of negative test report before allowing the passenger to board the flight.
 - 3.4. The concerned airlines shall ensure that prior to check-in, the traveller is explained about this SOP particularly Section 3, sub-section (vi) of this SOP, besides displaying the same prominently in the waiting areas of the airports.
 - 3.5. In-flight announcements must also be made explaining the relevant information to the passengers. Relevant information in this regard shall be prominently displayed in arrival area and waiting area of the airports of arrival.
 - 3.6. All the passengers arriving from UK in all international flights would be mandatorily subjected to self-paid RT-PCR tests on arrival at the Indian airports concerned (port of entry).
 - 3.7. Adequate arrangements for passengers waiting for their RT-PCR test as well as test results duly following effective isolation may also be made at the airports in conjunction with the airport authorities.
 - 3.8. The States/UTs Government concerned are requested to set up Help Desks at airports concerned to facilitate implementation of the SOP.

- 3.9. Passengers testing positive shall be isolated in an institutional isolation facility in a separate (isolation) unit coordinated by the respective State Health Authorities. They would earmark specific facilities for such isolation and treatment and take necessary action to send the positive samples to Indian SARS-CoV-2 Genomics Consortium (INSACOG) Labs.
- a). If the report of the sequencing is consistent with the current SARS-CoV-2 virus genome circulating in the country; the ongoing treatment protocol including home isolation/treatment at facility level as per case severity may be followed.
- b) If the genomic sequencing indicates the presence of new variant of SARSCoV-2 then the patient will continue to remain in a separate isolation unit. While necessary treatment as per the existing protocol will be given, the patient shall be tested on 14 th day, after having tested positive in the initial test. The patient will be kept in the isolation facility till his sample is tested negative.
- 3.10. Those who are found negative on testing with RT-PCR at the airport would be advised quarantine at home for 14 days and regularly followed up by the concerned State/District IDSP.
- 3.11. The State-wise passenger manifest of the flights from UK landing at Delhi, Mumbai, Bengaluru, Hyderabad and Chennai airports in India for the said period shall be conveyed by the Bureau of Immigration to State Government/Integrated Disease Surveillance Programme (IDSP) [idsp-npo@nic.in and designated e-mails provided by the respective State Governments] so that this data would be provided to the surveillance teams. This data of manifests provided by Bureau of Immigration will be supplemented by the online Self-Declaration Forms available on 'AIR SUVIDHA' portal.
- 3.12. All the contacts of those travellers who arrived at various airports till 14th February 2021 and tested positive on arrival during the air travel would be subjected to institutional quarantine in separate quarantine centers and would be tested as per ICMR guidelines (or earlier if the passenger develops any symptoms suggestive of COVID-19). Contacts testing positive shall be accordingly further followed as mentioned in Clause (ix).
- * Contacts of the suspect case are the co-passengers seated in the same row, 3 rows in front and 3 rows behind along with identified Cabin Crew)
- 3.13. All the community contacts of those travellers who have tested positive (during home quarantine period) would be subjected to institutional quarantine in separate Quarantine Centers for 14 days and tested as per ICMR protocol.
- 3.14. Information regarding any passenger covered within the scope of this SOP, who has moved to another State will be immediately notified to the concerned State Health Authority. If any passenger is not traceable initially or during any duration while being followed up should be immediately notified to Central Surveillance Unit of IDSP by the District Surveillance Officer.
