

भारत सरकार Government of India
परमाणु ऊर्जा नियामक परिषद Atomic Energy Regulatory Board

नियामक भवन Niyamak Bhavan
अणुशक्तिनगर Anushaktinagar
मुम्बई Mumbai-400 094.

No.AERB/ADMIN/2022/128

जनवरी January 13, 2022

कार्यालय आदेश OFFICE ORDER

विषय : कोविड-19 के प्रसार को रोकने के लिए निवारक उपाय
Subject: Preventive Measures to Contain the Spread of COVID-19
संदर्भ दिनांक 04/01/2022 का एईआरबी परिपत्र सं. एईआरबी/ईडी/आई/01012/2022/94
और दिनांक 06/01/2022 का कार्यालय आदेश सं. एईआरबी/प्रशा./2022/76
Reference AERB Circular No.AERB/ED/II/01012/2022/94 dated 04/01/2022 and
Office Order No.AERB/ADMIN/2022/76 dated 06/01/2022

उपरोक्त विषयक ऊपर संदर्भित कार्यालय आदेश के क्रम में, महाराष्ट्र सरकार के राजस्व एवं वन विभाग, आपदा प्रबंधन, राहत एवं पुनर्वास के दिनांक 08/01/2022 के आदेश सं. डीएमयू/2020/सीआर.92/-डीआईएसएम-1 (प्रति संलग्न है) के दिशानिर्देशों के आधार पर महाराष्ट्र राज्य में स्थित कार्यालयों में पऊवि पदाधिकारियों की उपस्थिति को विनियमित/युक्तिसंगत बनाने संबंधी दिनांक 10/01/2022 के पऊवि का.ज्ञा.सं. 16/06/2020-एससीएस/खंड-VI/378 का संदर्भ आमंत्रित है। मौजूदा कोविड स्थिति, महाराष्ट्र सरकार के निर्देशों और एईआरबी की कार्यात्मक आवश्यकताओं के आधार पर, यह निर्णय लिया गया है कि : In continuation of this Office Order referred above on the above mentioned subject, reference is invited to DAE O.M. No.16/06/2020-SCS/Vol-VI/378 dated 10/01/2022 on regulating / rationalizing the attendance of DAE officials in the offices located in the State of Maharashtra based on the guidelines of Government of Maharashtra, Department of Revenue & Forest, Disaster Management, Relief & Rehabilitation, Order No.DMU/2020/CR.92/DisM-1 dated 08/01/2022 (Copy enclosed). Considering the prevailing COVID situation, instructions of Government of Maharashtra and based on the functional requirements of AERB, it has been decided that:

- I. एईआरबी कार्यालय आदेश दिनांक 06/01/2022 में लाए गए मौजूदा उपाय क्रमांक 1(iv)को छोड़कर जारी रहेंगे और अन्य बिंदु वही रहेंगे। तदनुसार, एईआरबी के कर्मचारियों को नीचे दिए गए समय के अनुसार कार्यालय में उपस्थित होने के लिए लचीलेपन की अनुमति दी जाती है, जो संबंधित विभागाध्यक्षों की सहमति और कार्यालय में दैनिक आधार पर 8 घंटे और 30 मिनट की ड्यूटी पूरी करने के अधीन है:

The existing measures brought out in AERB Office Order dated 06/01/2022 will be continued except Sl.No.1(iv), and all other points will remain the same. Accordingly, AERB staff are allowed flexibly to attend office as per the staggered timing as given below, subject to concurrence of respective HODs and completion of 8 hr and 30 min duty in office on daily basis:

- i) 08.30 am - 9.30 am to 5.00 pm - 6.00 pm
- ii) 09.30 am - 10.30 am to 6.30 pm - 7.00 pm

- II. 5 जनवरी, 2022 के हल्के/लक्षणहीन कोविड-19 मामलों के आइसोलेशन के लिए संशोधित एमओएचएफडब्ल्यू दिशानिर्देशों और दिनांक 07-01-2022 के बीएआरसी अस्पताल के एसओपी के आलोक में, 4 जनवरी, 2022 के ईआरबी परिपत्र के खंड संख्या 11 में निम्नानुसार संशोधन किया जाता है: In the light of Revised MoHFW guidelines for the isolation of mild/asymptomatic COVID-19 cases dated Jan 5, 2022 and the SOP of BARC Hospital dated 07-01-2022, Section No.11 of the AERB circular dated January 4, 2022 stands revised as follows:

“किसी ईआरबी अधिकारी के परिवार के सदस्य के मामले में, यदि परीक्षण पोजिटिव आता है, तो परीक्षण रिपोर्ट के साथ सूचना को तुरंत उसके विभागाध्यक्ष / अनुभाग प्रमुख के साथ साझा किया जाना चाहिए। विभागाध्यक्ष अधिकारी को 5 कार्य दिवसों की अवधि के लिए वर्क फ्रॉम होम (डब्ल्यूएफएच) की सलाह दे सकते हैं। इस अवधि के दौरान अधिकारी को अपने स्वास्थ्य की स्वयं निगरानी करनी चाहिए और लक्षणों के विकास के मामले में अस्पताल/औषधालय से चिकित्सा सलाह लेनी चाहिए। परीक्षण पोजिटिव आने के बाद अनुपस्थिति की अवधि को डीओपीटी के दिनांक 07/06/2021 के कार्यालय ज्ञापन संख्या 13020/1/2019-स्था (एल) के क्रम संख्या 1 या 2 के अनुसार संक्रमण की गंभीरता के आधार पर निपटाया जाएगा।”

“In case of family member(s) of an AERB official, if tested positive, the information should be promptly shared with his/her HoD/Section Head along with the test report. HoD may advise the official to Work From Home (WFH) for a period of 5 working days. During this period the official should self-monitor their health and in case of development of symptoms, should seek medical advice from hospital/dispensary. Period of absence after testing positive will be dealt depending upon the severity of the infection as per Sl.No.1 or 2 of DoPT O.M.No. 13020/1/2019-Estt(L) dated 07/06/2021”

- III. ईआरबी के एक अधिकारी के उच्च जोखिम वाले संपर्क (कमरे में एक साथ बैठने/क्यूबिकल में एक साथ बैठने) के मामले में, यानी ईआरबी के किसी अन्य अधिकारी के साथ संपर्क, जिसका परीक्षण पोजिटिव आया था, प्रभागाध्यक्ष अधिकारी को 5 दिन की अवधि के लिए वर्क फ्रॉम होम (डब्ल्यूएफएच) की सलाह दे सकता है। यदि 5 दिनों के बाद लक्षणहीन है, तो अधिकारी को कार्यालय से काम करना शुरू कर देना चाहिए।

In case of high risk contact (Officials sharing rooms/seated together in cubicals) of an AERB official, i.e. contact with another AERB official who was tested positive, HOD may advise the official to Work From Home (WFH) for a period of 5 working days. If asymptomatic after 5 days, the official should start working from office.

- IV. प्रभाग के प्रमुखों की स्पष्ट और लिखित अनुमति के बिना किसी भी आगंतुक को अनुमति नहीं दी जानी चाहिए।

No visitors should be allowed except with explicit and written permission of Heads of Divisions.

- V. विभागाध्यक्षों को रिकॉर्ड के लिए परीक्षण पोजिटिव आने वाले किसी भी अधिकारी (अधिकारियों) का प्रासंगिक विवरण मुख्य प्रशासन अधिकारी/प्रशासन अधिकारी-III, ईआरबी की नोटिस में तुरंत लाना चाहिए और अधिकारियों के परीक्षण पोजिटिव आने की विस्तृत रिकॉर्ड बनाए रखनी चाहिए। अधिकारियों को प्रभाग स्तर पर ऊपर दर्शाई गई स्थितियों आदि के अनुसार वर्क फ्रॉम होम के बारे में भी कहा जा सकता है।

HoDs should promptly bring to the notice of CAO/AO-III, AERB of any official(s) testing positive along with relevant details for records and should maintain the detailed records of officials tested positive, officials asked to WFH based situations as mentioned above etc. at Division level also.

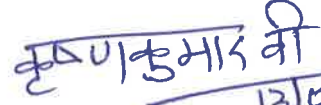
VI. पदाधिकारी को वर्क फ्रॉम होम का रिकॉर्ड प्रतिदिन अनुभाग प्रमुख/विभागाध्यक्ष को प्रस्तुत करना चाहिए। विभागाध्यक्षों को समेकित वर्क फ्रॉम होम रिपोर्ट (साप्ताहिक रिपोर्ट) का रिकॉर्ड रखना चाहिए।

Officials should submit the record of WFH to the section Head/HoD daily. HoDs should keep a record of consolidated WFH report (weekly report).

2. संशोधित आदेश 31 जनवरी, 2022 तक या अगले आदेश तक जो भी पहले हो, तक लागू रहेगा। The amended order will be applicable up to 31st January, 2022 or until further orders whichever is earlier.

3. सुरक्षा अनुसंधान संस्थान (एसआरआई), आईआरबी, कलपाक्कम और आईआरबी के क्षेत्रीय नियामक केंद्र अपने स्थान के क्षेत्र में आदेशों और प्रक्रियाओं का पालन करेंगे। Safety Research Institute (SRI), AERB, Kalpakkam and Regional Regulatory Centres of AERB shall abide by the orders and procedures at the region of its location.

इसे आईआरबी के सक्षम प्राधिकारी का अनुमोदन प्राप्त है। This has the approval of Competent Authority in AERB.


13/01/2022

(कृष्णकुमार वी. Krishnakumar V.)

प्रशासन अधिकारी Administrative Officer III

संलग्नक: यथोपरि

Encl: As above

ए.ई.आर.बी. के सभी अधिकारियों एवं कार्मिक All Officers and Staff, AERB

प्रति Copy to:

1. अध्यक्ष कार्यालय, आईसी एवं सचिव, पऊवि Office of Chairman, AEC & Secretary, DAE
2. सुरक्षा अधिकारी, आईआरबी Security Officer, AERB
3. प्रमुख, आर एवं डीडी – सभी संबंधित के लिए इस कार्यालय आदेश को आईआरबी के वेबसाइट पर अपलोड करने के निवेदन के साथ

Head, R&DD, AERB – With a request to upload this Office order on AERB Website for information of all concerned.

भारत सरकार Government of India
परमाणु ऊर्जा विभाग Department of Atomic Energy
सचिवालय समन्वय अनुभाग Secretariat Coordination Section

अणुशक्ति भवन Anushakti Bhavan
छ.शि.म. मार्ग C.S.M. Marg,
मुंबई Mumbai 400 001
ईमेल Email: sectcorddae.gov.in

सं.No.16/6/2020-SCS/Vol-VI/378.

दिनांक Dated: 10.01.2022

कार्यालय ज्ञापन/OFFICE MEMORANDUM

विषय: कोविड महामारी की रोकथाम के लिए निवारक उपाय- महाराष्ट्र राज्य में स्थित कार्यालयों के पञ्चवि पदाधिकारियों की उपस्थिति के संबंध में।

Subject: Preventive measures to contain the spread of COVID – Attendance of DAE officials in the offices located in the State of Maharashtra – Regarding.

इस विभाग के दिनांक 05.01.2022 के पृष्ठांक सं. 16/6/2020-SCS/Vol-VI/150 के अनुक्रम में इसके साथ डीओपीटी के दिनांक 03.01.2022 के का.जा.सं. 11013/9/2014-Estt.A-III की एक प्रति, महाराष्ट्र सरकार, राजस्व विभाग एवं वन, आपदा प्रबंधन, राहत एवं पुनर्वास के दिनांक 08.01.2022 के आदेश सं. DMU/2020/CR.92/disM-1 की एक प्रति को अद्येक्षित किया जाता है। (अनुलग्नक-1)

In continuation of this Departments Endorsement No.16/6/2020-SCS/Vol-VI/150 dated 05.01.2022 forwarding therewith a copy DoPT OM No. No.11013/9/2014-Estt.A-III dated 03.01.2022, a copy of the Government of Maharashtra, Department of Revenue & Forest, Disaster Management, Relief & Rehabilitation, Order No. DMU/2020/CR.92/disM-1 dated 08.01.2022 is enclosed (**Annex-1**).

2. महाराष्ट्र स्थित सभी संघटक यूनिटों/ पीएसयू/ सहायता प्राप्त संस्थानों के प्रमुखों से अनुरोध है कि वे महाराष्ट्र सरकार के दिनांक 08.01.2022 के उपरोक्त आदेश को ध्यान में रखते हुए संबंधित कार्यालयों/यूनिटों की कार्यात्मक आवश्यकता के आधार पर वर्क फ्रॉम होम और कार्य घंटों को अलग-अलग समय पर नियत करने के माध्यम से अपने कर्मचारियों की उपस्थिति को विनियमित/ निर्धारित करें। यूनिट/ कार्यालय प्रमुख भी अपने कर्मचारियों के लिए अलग-अलग कार्य घंटे निर्धारित कर सकते हैं।

Heads of all Constituent Units / PSUs / Aided Institutions In Maharashtra are requested to regulate / rationalize the attendance of their employees by promoting Work from Home and staggering of working hours depending upon the functional requirement of the respective offices / units keeping in light of the said Government of Maharashtra Order dated 08.01.2022 as well. Head of Units / Offices may also consider flexible working hours for the employees.

3. यह भी अनुरोध किया जाता है कि संबंधित कर्मचारियों की उपस्थिति को विनियमित करते समय महाराष्ट्र राज्य में स्थानीय प्राधिकारियों द्वारा उनके क्षेत्राधिकार में स्थित कार्यालयों के लिए जारी कोविड के संबंध में उचित व्यवहार का अनुपालन सुनिश्चित किया जाए।


It is also requested to ensure compliance with instructions on COVID Appropriate Behaviour issued by the Local Authorities in the State of Maharashtra for the Offices located under their jurisdiction, while regulating the attendance of the employees concerned.

4. इसे सक्षम प्राधिकारी के अनुमोदन से जारी किया जाता है।

This issues with the approval of the Competent Authority.

संलग्नक: 15 पृष्ठ

Encl: 15 pages.



(बिपिन कुरूप Bipin Kurup)

अवर सचिव (एससीएस) Under Secretary (SCS)

महाराष्ट्र स्थित पऊवि की सभी संघटक यूनिटों/पीएसयू/सहायता प्राप्त संस्थानों के प्रमुख एवं प्रशासनिक प्रमुख

All Heads and Administrative Heads of Constituent Units/PSUs/Aided Institutions of DAE located in Maharashtra

प्रति :

Copy to:

1. पऊवि की सभी संघटक यूनिटों/पीएसयू/सहायता प्राप्त संस्थानों के प्रशासनिक प्रमुख - उचित कार्रवाई हेतु
All Administrative Heads of Constituent Units/PSUs/Aided Institutions of DAE – For necessary action
2. अवर सचिव (प्रशासन), पऊवि- पऊवि सचिवालय के संबंध में उचित कार्रवाई हेतु
US(Admn.), DAE — For necessary action w.r.t DAE Sectt.
3. पऊवि सचिवालय के सभी अधिकारीगण और अनुभाग - दर्पण
All Officers & Sections in DAE Secretariat.-DARPAN
4. सचिव, पऊवि का कार्यालय - सूचनार्थ
Office of Secretary, DAE - For Information
5. संयुक्त सचिव (प्रशासन एवं लेखा), पऊवि का कार्यालय - सूचनार्थ
Office of JS(A&A), DAE — For Information
6. सचिव, स्टाफ पक्ष, पऊवि विभागीय परिषद - सूचनार्थ
Secretary, Staff Side, DAE Departmental Council
7. फाइल सं. 16/6/2020-SCS/Vol-VI
File No.16/6/2020-SCS/Vol-VI

GOVERNMENT OF MAHARASHTRA
 Department of Revenue and Forest, Disaster Management,
 Relief and Rehabilitation, Mantralaya, Mumbai- 400 032
 No: DMU/2020/CR. 92/DisM-1, Date: 8th January, 2022

ORDER

Reference:

1. The Epidemic Diseases Act, 1897.
2. The Disaster Management Act, 2005

Whereas the State Government is satisfied that the people of Maharashtra are threatened with the spread of COVID-19 virus especially with the emergence of the Omicron variant, and therefore it is imperative to take certain emergency measures to prevent and contain the spread of the virus. The Government in exercise of the powers conferred under Section 2 of the Epidemic Diseases Act, 1897, read with all other enabling provisions of The Disaster Management Act, 2005, finds it is necessary to enforce the following measures throughout the State.

Now, therefore, in exercise of the powers conferred under Section 2 of the Epidemic Diseases Act, 1897 and the powers conferred under The Disaster Management Act, 2005, the undersigned, in his capacity as Chief Secretary and Chairperson, State Executive Committee, State Disaster Management Authority hereby issues the following directions, that will come into force from 10th January, 2022 from 0000 hrs and will remain in force till the issue of any new order –

Sector/ Items	Proposed Restrictions
Movement of People	<ol style="list-style-type: none"> 1. No Movement in groups of 5 or more from 5 AM to 11 PM. 2. No movement from 11 PM to 5 AM, except for Essential Purposes.
Government Offices	<ol style="list-style-type: none"> 1. No visitors except with explicit and written permission of Heads of Offices. 2. Online interactions through VC for citizens to be enabled by Heads of Offices. 3. Meetings on VC for all attendees coming from outside the same campus or head quarter. 4. Rationalization of employees present during office hours through promoting Work from Home as well as staggering of working hours depending upon the requirement by Heads of Offices. For this Head of Office may consider flexible hours for employees.

Abhaya

Sector/ Items	Proposed Restrictions
	5. Head of Office to ensure strict adherence to CAB. 6. Thermal Scanners, Hand Sanitisers to be made available by all Heads of Offices.
Private Offices	1. Office Management to rationalise the number of employees through work from home and staggering of working hours. It is advised that not more than 50% of regular attendance be reached and for this Management may consider flexible hours for employees as well as keeping offices open for 24 hours and working in shifts,. Travel for the office purposes, if office has staggered timings and is working in odd hours is to be considered as movement for essential purposes on production of ID cards by employees. While taking these decisions, safety and convenience of women employees must be taken into consideration. 2. Only fully vaccinated employees to attend office physically. Non-vaccinated employees must be encouraged to go for full vaccination. 3. Strict adherence to CAB by all employees at all times to be ensured by Office Management. 4. Thermal Scanners, Hand Sanitisers to be made available by Office Management.
Marriages	Maximum 50
Funeral and Last Rites	Maximum 20
Social/ Religious/ Cultural/ Political Gatherings	Maximum 50
Schools and Colleges Coaching Classes	To remain closed till 15th February, 2022, except for: 1. Activities required to be taken by various Educational Boards for 10th and 12th Standard Students. 2. Administrative activities and activities to be undertaken by Teachers other than classroom teachings. 3. Activities specially directed by or permitted by School Education Department, Department of Skill and Entrepreneurship Development, Department of Technical and Higher Education, Department of Medical Education, Department of Women and Child Development or any statutory authority.

Chakraborty

Sector/ Items	Proposed Restrictions
	4. Exceptions if required by these departments and statutory authorities due to any exigency will have to be got approved by SDMA.
Swimming Pools, Gyms, SPAs, Wellness Centers and Beauty Saloons	To remain closed.
Hair Cutting Saloons	<ol style="list-style-type: none"> 1. 50% capacity. 2. To be closed from 10 PM to 7 AM every day. 3. In case of any setup with multiple activities, other activities shall remain closed. 4. These hair cutting saloons must adhere to strict CAB and all the persons engaged must be fully vaccinated.
Sporting Competitive Events	<ol style="list-style-type: none"> 1. To be deferred, except for National and International levels competitions already scheduled, with following: <ol style="list-style-type: none"> 1. No Audience. 2. Bio-Bubble for all the Players and Officials. 3. GOI rules shall be applicable for all participating international and domestic players. 4. RT-PCR/ RAT every third day for all Players and Officials. 2. No city or district level sports camps, competitions, events to be organized.
Entertainment Parks, Zoos, Museums, Forts and other ticketed places/ events for general public. Local Tourist Spots (DDMAs to declare such spots for their respective jurisdictions)	To remain closed
Shopping malls, market complexes with restricted entry	<ol style="list-style-type: none"> 1. 50% capacity. Information about Fully Capacity as well as Present Number of Visitors must be displayed on a notice board outside establishment for information of all visitors. 2. Management to appoint marshals to ensure strict observance of CAB by all visitors and staff. 3. RAT Testing Booth/ Kiosks. 4. Only fully vaccinated persons to be allowed. 5. To be closed from 10 PM to 8 AM every day.

D. S. S.

Sector/ Items	Proposed Restrictions
Restaurants, eateries	<ol style="list-style-type: none"> 1. 50% capacity. Information about Fully Capacity as well as Present Number of Visitors must be displayed on a notice board outside establishment for information of all visitors. 2. Only fully vaccinated persons to be allowed. 3. To be closed from 10 PM to 8 AM on all days. 4. Home delivery allowed all days.
Natyaagriha, Cinema Theatres,	<ol style="list-style-type: none"> 1. 50% capacity. Information about Fully Capacity as well as Present Number of Visitors must be displayed on a notice board outside establishment for information of all visitors 2. Only fully vaccinated persons to be allowed. 3. To be closed from 10 PM to 8 AM on all days.
International Travel	As per GOI guidelines
Domestic Travel	Double vaccination or mandatory negative RTCP/R test report valid from upto 72 hrs of the time of arrival into the State. This shall apply to air, train as well as on road passengers. This will also apply for drivers, cleaners and other support staff that may be travelling.
Cargo Transport, Industrial Activities, Construction Activities	On, only by fully vaccinated persons
Public Transport	Only for fully vaccinated persons, regular timings.
Conduct of Examinations by UPSC/ MPSC/ Statutory Authorities/ Public Institutions etc.	<ol style="list-style-type: none"> 1. All competitive exams being held at National level shall be as per the GOI guidelines. Hall tickets for these exams shall be valid document to prove essential purpose for movement. 2. All competitive exams being held at State level where hall tickets have already been issued and dates of examination have already been notified, shall be conducted as notified. All further examinations shall be conducted only after sanction of SDMA. 3. Conduct of examination shall be strictly as per CAB protocols and DDMA shall appoint observers for the same.

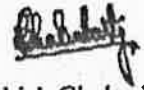
1. Essential Purposes for movement:

1. Medical emergencies
2. Performing an essential service. (Essential Services shall be as specified in Annexure 1).

[Handwritten Signature]

3. Movement towards or from Airport, Railway Stations, Bus Stations, with a valid ticket for the journey.
- d. For offices that are opened 24 hours, staff movement for various shifts to be considered as essential.
2. CAB regulations shall be as specified in Annexure 2.
3. All persons working in shops, restaurants, hotels or any establishment engaged in e-commerce or home-delivery must be fully vaccinated. The management shall be held responsible and if any case is found in contravention to this requirement, concerned establishment shall be closed by DDMA. Periodic testing using RAT for staff engaged in these activities are to be carried out by the management.
4. Augmented Restrictions may be enforced separately for districts with low vaccination coverage.
5. DDMA may suggest modifications to these restrictions to SDMA. These will come into force only with prior permission of SDMA.
6. DDMA has full authority to requisition staff and or resources from State Government Offices or any Institutions aided by State Government for the purposes of Covid management.

BY ORDER OF AND IN NAME OF THE GOVERNOR OF MAHARASHTRA



(Debashish Chakrabarty)
Chief Secretary

ANNEXURE I
ESSENTIAL SERVICES

Essential Services to include the following-

1. Hospitals, diagnostic centers, Clinics, vaccinations, Medical insurance offices, Pharmacies, Pharmaceutical companies, other medical and health services including supporting manufacturing and distribution units along with their dealers, transport and supply chain, Manufacturing and distribution of vaccines, sanitizers, masks, medical equipment, their ancillaries, raw material units and support services.
2. Veterinary Services/ Animal Care shelters and pet food shops
3. All operations related to forestry as declared by the Forest Department
4. Aviation and related services (airlines, airports, maintenance, cargo, ground services, catering, fueling, security etc)
5. Groceries, Vegetables Shops, fruit vendors, dairies, bakeries, confectionaries, all type of food shops selling raw/ processed/ cooked food.
6. Cold Storage and Warehousing services
7. Public Transport: Airplanes, Trains, Taxis, Autos and public buses.
8. Services related to functioning of offices of Diplomats of various countries
9. Pre Monsoon Activities by local authorities
10. All Public Services by local authorities.
11. Reserve Bank of India and services designated by RBI as essential
12. All offices of SEBI recognized market infrastructure institutions such as Stock Exchanges, depositories, clearing corporations etc and other intermediaries registered with SEBI
13. Services required for restoration/ maintenance of telecom services
14. Transport of Goods

2. Water Supply Services

16. Agriculture related activities and all allied activities required to ensure seamless continuity of the agricultural sector including availability of farming input, seeds, fertilizers, equipment's and repairs thereof.
17. Export – Import of all commodities
18. E-Commerce (only for the supply of essential goods and services)
19. Accredited Medin
20. Petrol Pumps and Petroleum related products; including offshore / onshore production
21. All cargo services
22. Data Centers/ Cloud Services/ IT services supporting critical infrastructure and services
23. Government and Private Security Services
24. Electric and gas supply services
25. ATM's
26. Postal Services
27. Ports and related activities
28. Custom House Agents/ Licensed Multi Modal Transport Operators associated with movement of vaccines/ lifesaving drugs/ pharmaceutical products.
29. Units producing raw material/ packaging material for any essential services
30. Units that are engaged in production of materials for impending rainy season for individuals as well as for organisations.
31. Offices of Central, State and Local governments, including of their statutory authorities and organisations
32. Cooperative, PSU and Private Banks
33. Offices of companies providing essential services

34. Insurance/ Mediclaim Companies
35. Pharmaceutical company offices needed for management of production/ distribution
36. RBI regulated entities and intermediaries including standalone primary dealers, CCIL, NPCI, payment system operators and financial market participants operating in RBI regulated markets.
37. All Non Banking Financial Corporations
38. All micro finance institutions
39. Offices of advocates if operations of Courts, Tribunals or Commissions of Enquiries are on.
40. Any Services designated as essential services by local disaster management authority.

Annexure 2

COVID APPROPRIATE BEHAVIOUR (CAB)

Definition: *CAB can be defined as the everyday common behaviour needed to be followed by individuals and organisations to curb the spread of the COVID 19 virus and thereby breaking the chain of transmission of the same. Aspects of behaviour that's characterised as CAB include those mentioned below and also all such rational aspects that may hinder spread of Covid 19 virus given its methodology of spread indicated herein.*

Following are some aspects of basic COVID appropriate behaviour that have to be followed by everyone at all times.

- a. Wear a mask at all times in the right way. Mask should cover nose and mouth at all times. (An handkerchief will not be considered as mask & person using would be liable for fine.)
- b. Maintain social distancing (6 feet distance) at all times wherever possible.
- c. Wash hands frequently and thoroughly by soaps or sanitisers.
- d. Avoid touching nose/ eyes/ mouth without washing your hands with soap or without use of sanitiser.
- e. Maintain proper respiratory hygiene.
- f. Regularly clean and disinfect frequently cleaned surfaces.
- g. When coughing or sneezing, cover the mouth and nose using tissue and throw used tissues in the trash; if one doesn't have tissue, one should cough and sneeze into bent elbow and not one's hand.
- h. Do not spit in public places.
- i. Avoid venturing out of the house unless absolutely required.
- j. Avoid crowds and maintain safe distance (*6 feet distance*) in public places.
- k. Greet anyone without physical contact.
- l. Any other rational behaviour required for avoiding spread of Covid 19 virus, given its methodology of spread, indicated herein.

A. Work Place CAB

1. Permission for functioning of work place as well as maximum number of staff that may attend work place in any shift permitted shall be as per orders from time to time.
2. CAB as stated in section 1 shall be followed by everyone engaged and without prejudice to generality and comprehensibility of responsibilities and duties of organization stated above, owner organization shall be responsible for CAB behaviour of each individual engaged in the work place. Social distancing at work places shall be ensured through adequate gaps between shifts, staggering the lunch breaks of staff, etc. If there is a food mess or location, it shall follow SOP for eateries. Number of Shifts may be increased with the permission of DDMA, if there are restrictions on timings of movements, to ensure less crowding in any shift as well as for the purposes of backlog of the work that may have got impacted due to closure of work.
3. Provision for thermal scanning, hand wash and sanitiser preferably with touch free mechanism will be made at all entry and exit points and common areas. In addition, sufficient quantities of handwash and sanitizer shall be made available in the work places.
4. Frequent sanitization of entire workplace, common facilities and all points which come into human contact e.g. door handles etc., shall be ensured, including between shifts.
5. Use of Arogya Setu app shall be made mandatory for all employees, both private and public.
6. Hospitals/ clinics in the nearby areas, which are authorized to treat COVID-19 patients, should be identified and list should be available at work place all the times. Employees showing any symptom of COVID-19 should be immediately sent for check up to such facilities. Quarantine areas should be earmarked for isolating employees showing symptoms till they are safely moved to the medical facilities.

B. Gatherings

Marriages

1. Maximum number of guests as well as hours of gathering allowed shall be as

regulated from time to time.

2. All the attendees as well as service providers will mandatorily wear face masks and maintain social distancing throughout the ceremony and follow CAB as mentioned in section I.
3. Service of food must be staggered in a way that does not cause much interaction and shall follow generally guidelines for eateries/ restaurants. Over and above these guidelines, food area will serve at any time only as much guests as 50% of the capacity.
4. Without prejudice to generality of responsibilities and duties of the organization owning the marriage hall, it shall be the duty of the facility to make available adequate hand sanitisers/ thermal scanners for the guests. All the personnel from the side of the facility including cleaning staff and catering staff to be compulsorily vaccinated
5. In the case of a staff members found to be without a valid test, a fine of will be levied on each defaulter as well as on the establishment under these rules. In case of any violations by any guests, the families of the groom and bride and the establishment will be fined under these rules. Repeated defaults shall lead to sealing of the establishment for the time until COVID 19 remains notified as a disaster by the Central Government.

Funerals and Last Rites

1. All the attendees as well as service providers will mandatorily wear face masks and maintain social distancing throughout the rites and follow CAB as mentioned in section I.
2. Local authorities/ trusts/ organizations in charge of the establishments shall be responsible for ensuring conformity to CAB by all.
3. The maximum numbers allowed shall be as per regulations from time to time.

Other social, religious, election, entertainment or cultural gatherings:

1. Permissions for these gatherings as well as the maximum numbers allowed shall be as per regulations from time to time.
2. Food if also being served, its section shall be separately delineated and generally SOPs for eateries shall be followed there at. If at any time, as per restrictions in place,

dine in is not allowed in any eateries. food shall not be served in such gatherings either for eating there at.

3. All the attendees as well as service providers will mandatorily wear face masks and maintain social distancing throughout the rites and follow CAB as mentioned in section I.
4. Owner of the premises shall be responsible as an organization for following of CAB in the premises.
5. While organising election related gatherings or activities, election officer shall ensure that these shall be staggered to the extent possible to ensure minimum number required at any moment.

C. CAB in Public and Private Transport:

I. For Taxis/ Autos and other private transport operators (Except Buses/ trains):

- I. All taxi/ Autos and other private transport operators (except buses) operators to sanitize the vehicles after every trip to ensure safety of self and passengers.
- II. Any person found to be travelling without mask/ not wearing mask correctly will result in the defaulter as well as the taxi driver being fined under these rules.

II. Buses:

- I. In the case of buses, they can travel with as much capacity as allowed under orders from time to time.
- II. Passengers found to be without masks/ not wearing masks or engaging in any non-CAB confirming behaviour in proper manner must be asked to disembark.
- III. Public transport authorities have the right to impose fines under these rules. Proceeds against these shall be used by the public transport authorities for ensuring CAB confirmations by their operations.

III. Local trains/ metro/ mono rails:

- I. All passengers shall compulsorily follow CAB mentioned herein above. For these, a separate Universal Travel Pass has been issued by

SDMA which allows only fully vaccinated passengers to travel by local trains and metro.

II. Passengers found to be without masks/ not wearing masks or engaging in any non-CAB confirming behaviour in proper manner must be asked to disembark.

III. Public transport authorities have the right to impose fines under these rules. Proceeds against these shall be used by the public transport authorities for ensuring CAB confirmations by their operations.

IV. In the case of out-station trains, all passengers to compulsorily wear masks and no standees will be allowed in the general compartment. Violators will be fined an amount of Rs.500 for non-compliance of the same.

IV. Private Cars:

I. For multiple persons, except when belonging to same family travelling in a private car, proper wearing of masks to be compulsory. Penalties can be imposed on violation of the same by the local DDMA's.

D. Shops/ Malls/ Theatres and other such standalone or multi-outlet establishments:

1. These shall remain open only during such hours and on days that are allowed by various orders from time to time.

2. These shall enforce CAB by all their visitors as well as staff members. If any staff member is found to be without the Mask or defaulting on any of CAB prescribed herein or in any SOP that may be floated by SDMA, staff member shall be fined along with the shop owner as per these rules. If any customer is found to flaunt CAB, he or she will not be served by the establishment and if found to be serving, along with fine on the defaulting customer, owner of the establishment shall also be fined. Repeated defaults shall cause withdrawal of license or permission to operate till Covid 19 notification as disaster remains in force.

E Penalties:

- Any individual not following CAB expected in these rules shall be fined Rs. 500/- for each instance of default.
- If the default by an individual is seen in any premises of organization or establishment that is supposed to impose CAB on their visitors, customers etc., in addition to imposing fine on the individual, these organizations or establishments shall also be fined Rs. 10000 -. If any organization or establishment is seen to be a regular defaulter in ensuring discipline for CAB in its visitors, customers etc. such organization or establishment shall be closed till the notification of Covid 19 as a disaster remains in force.
- If an organization or establishment fails to follow CAB or SOP itself, it will be liable to be fine of Rs. 50000/- for each instance. Frequent defaults shall lead to closure of the organization or establishment till the notification of Covid 19 as a disaster remains in force.
- If a default is found inside any taxi or private transport four- wheeler or inside any bus, along with the individual defaulting CAB being fined Rs. 500/-, driver, helper or conductor who are providing service shall also be fined Rs. 500/-, Owner transport agency in cases of buses shall be fined Rs. 10000/- for each instance of default. Frequent defaults shall lead to withdrawal of license or closure of operations for the owner agency till the notification of Covid 19 as a disaster remains in force.
- Any organization or establishment or agency that do not follow special SOP floated for them under these rules from time to time shall attract a fine of Rs. 50000/- for each incidence of such failures and may attract closure till the notification of Covid 19 as a disaster remains in force.
- In case of repeated, serious or Mala fide violations IPC 269 / 270 in addition to 188 of IPC may be attracted for arrests and imprisonment.
- The above mentioned rules regarding COVID appropriate behaviour to be followed mandatorily and violation of the same will result in fines and penalties as stated above as well as any other fine or penalty may be levied on the violators by any disaster management authority in accordance with the Disaster Management Act, 2005. The rules/ polices for CAB shall be in accordance with

the above and any other issue regarding CAB not specifically mentioned herein shall be in accordance with the current rules/ orders of the State Government that are in force.
