

छत्तीसगढ़ शासन  
सामान्य प्रशासन विभाग  
महानदी भवन, नवा रायपुर, अटल नगर

क्रमांक: 449 / स.सा.प्र.वि. / 2021 नवा रायपुर, अटल नगर, दिनांक 01/02/2021

प्रति,

1. समस्त विभागों के भारसाधक सचिव,
2. समस्त संभागायुक्त,
3. समस्त कलेक्टर,
4. समस्त विभागाध्यक्ष,

विषय:- कोविड-19 नियंत्रण हेतु भारत सरकार द्वारा जारी दिशा-निर्देश के संबंध में।

संदर्भ:- गृह मंत्रालय, भारत सरकार का आदेश क्रमांक 40-6/2020-DM-I(A), दिनांक 30.01.2021,

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संदर्भित आदेश के माध्यम से गृह मंत्रालय, भारत सरकार द्वारा नोवेल कोरोना वायरस संक्रमण नियंत्रण के परिप्रेक्ष्य में विभिन्न प्रकार की गतिविधियों के आयोजन हेतु एसओपी भारत सरकार के विभिन्न मंत्रालयों द्वारा जारी किए जाने का उल्लेख किया गया था जिसके परिपालन में निम्नानुसार एसओपी जारी किए गए हैं :-

1. खेल कार्यक्रमों के आयोजन के संबंध में एसओपी – युवा कार्यक्रम एवं खेल मंत्रालय, भारत सरकार द्वारा जारी।
2. सिनेमा घरों एवं थियेटर में प्रदर्शन के संबंध में एसओपी – सूचना एवं प्रसारण मंत्रालय, भारत सरकार द्वारा जारी।
3. व्यापार मेला/प्रदर्शनी/ट्रेड फेयर कार्यक्रमों के आयोजन के संबंध में एसओपी – वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार द्वारा जारी।
4. स्वीमिंगपूल के संचालन के संबंध में एसओपी एवं दिशा-निर्देश – युवा कार्यक्रम एवं खेल मंत्रालय, भारत सरकार द्वारा जारी।

उपरोक्तानुसार जारी एसओपी एवं दिशा-निर्देशों का पालन सुनिश्चित किया जाये।

संलग्न:- उपरोक्तानुसार।

(डॉ. कमलप्रीत सिंह)  
सचिव,

छत्तीसगढ़ शासन  
सामान्य प्रशासन विभाग

पृ.क्रमांक: 449-A / स.सा.प्र.वि. / 2021 नवा रायपुर, अटल नगर, दिनांक 01/02/2021

प्रतिलिपि:-

1. भारत सरकार के केविनेट सचिव,
2. गृह सचिव, भारत सरकार,
3. राज्यपाल के सचिव, राजभवन, रायपुर,
4. अपर मुख्य सचिव, मान. मुख्यमंत्री जी, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर,
5. प्रमुख सचिव, विधान सभा सचिवालय, जीरो पाईट रायपुर,

6. विशेष सहायक / निज सहायक, समस्त मान. मंत्रीगण, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर,
7. उप सचिव, मुख्य सचिव कार्यालय, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर,
8. रजिस्ट्रार जनरल, छत्तीसगढ़ उच्च न्यायालय, विलासपुर,
9. समस्त अपर मुख्य सचिव / प्रमुख सचिव / सचिव मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर,
10. समस्त पुलिस महानिरीक्षक / पुलिस अधीक्षक,
11. प्रमुख आयकर आयुक्त, रायपुर, छत्तीसगढ़,
12. मंडल रेल प्रबंधक, रायपुर, विलासपुर,
13. चीफ पोस्ट मास्टर जनरल, रायपुर,
14. महालेखाकार, ऑडिट / लेखा,
15. सचिव, छत्तीसगढ़ लोक सेवा आयोग, रायपुर,
16. सचिव, छत्तीसगढ़ लोक आयोग, रायपुर,
17. सचिव, राज्य योजना आयोग / राज्य उपभोक्ता विवाद प्रतितोषण आयोग / राज्य मानव अधिकार आयोग / राज्य निर्वाचन आयोग / राज्य सूचना आयोग / राज्य महिला आयोग / राज्य पिछड़ा वर्ग आयोग / राज्य अनुसूचित जाति आयोग / राज्य अनुसूचित जनजाति आयोग / राज्य अल्पसंख्यक आयोग / राज्य बाल अधिकार संरक्षण आयोग / राज्य युवा आयोग / राज्य विद्युत नियामक आयोग, छत्तीसगढ़ रायपुर,
18. संचालक, जनसंपर्क संचालनालय, इन्द्रावती भवन, नवा रायपुर, अटल नगर, की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु अग्रेषित।

*UP*  
सचिव,  
छत्तीसगढ़ शासन  
सामान्य प्रशासन विभाग

अजय भल्ला, बा.प्र.से.  
AJAY BHALLA, IAS



गृह सचिव  
Home Secretary  
भारत सरकार  
Government of India  
नई दिल्ली/North Block  
नई दिल्ली/New Delhi

D.O. No.40-6/2020-DM-I (A)

30<sup>th</sup> January, 2021

Dear Chief Secretary,

Kindly refer to Ministry of Home Affairs' Order No.43-3/2020-DM-I(A) dated 27<sup>th</sup> January, 2021, issued under the Disaster Management Act, 2005 (DM Act), relating to Guidelines on surveillance, containment and caution which are effective till 28<sup>th</sup> February, 2021.

2. For opening up of Stadia for organizing Sports events, Ministry of Youth Affairs & Sports (MoYS) had issued Standard Operating Procedure (SOP) on 26<sup>th</sup> December, 2020, in consultation with Ministry of Health & Family Welfare (MoHFW), which was also forwarded vide my DO of even number dated 26<sup>th</sup> December, 2020.

3. In terms of the present Guidelines referred to in para-1 above, MoYS in consultation with MoHFW has formulated and issued a revised SOP on 29<sup>th</sup> January, 2021 for opening up of Stadia for Sports events, and a copy of the same is enclosed.

4. The State Government may consider allowing opening up of Stadia/ Sport Complexes as per the revised SOP issued by MoYS.

With regards,

Encl: As above.

Yours sincerely,

30/01/21  
(Ajay Bhalla)

**Chief Secretary of All States**  
(As per Standard List attached)

### SOP for organizing sports competitions in context of COVID-19

An SOP for opening up of Stadia for Sports events was issued on 26<sup>th</sup> December 2020. The revised SOP is now being issued in pursuant to guidelines of surveillance, containment and caution issued by Ministry of Home Affairs vide their Order No. 40-3/2020-DM-I (A) dated 27<sup>th</sup> January 2021.

#### 1. Promoting COVID appropriate behaviour

Simple public health measures are to be promoted to reduce the risk of spread of COVID-19 infection. These measures are to be observed by all athletes and Athlete Support Personnel (ASP) during conduct of sports competitions.

These include:

- i. Physical distancing of at least 6 feet to be strictly followed by athletes and ASPs always except by athletes in field of play necessitated by the type of sports, during the event.
- ii. Use of face covers/masks to be made mandatory at all times by all and as far as feasible when they are engaged in the field of play and in work out areas.
- iii. Athletes and ASPs, while not in field of play, shall practice frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be made wherever feasible.
- iv. Respiratory etiquettes to be strictly followed by athletes and ASPs. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
- v. Self-monitoring of health by athletes and ASPs and reporting any illness at the earliest to COVID-19 Response Team/Task Force constituted by event organizing committee.
- vi. Spitting shall be strictly prohibited in field of play, workout areas, during travel and in residential settings.
- vii. Installation & use of Aarogya Setu App shall be advised to all.

#### 2. Protecting the vulnerable population

ASPs who are at higher risk i.e. older, pregnant and those who have underlying medical conditions must take extra precautions. They should preferably not be exposed to any front-line work requiring direct contact with other athletes/coaches/other employees.

#### 3. Providing and maintaining healthy environment at sport competition venue and workout areas

- i. The organizing committee shall coordinate with local health authorities to ensure that the venue for sporting event or the identified hostels/hotels do not fall within containment zone.
- ii. The organizing committee will keep situational awareness of prevalent COVID situation at the event site that may influence the conduct of the sporting event. They will also coordinate with local health authorities to identify local (COVID and non-COVID) treatment facilities, ambulance service providers etc.
- iii. Prior to resumption of activities, all workout areas, field of play, medical centre, physiotherapy centres, gymnasium, showers, washrooms, other common areas, etc. shall be sanitized with 1% Sodium Hypochlorite solution. Thereafter this will be done on a regular basis. Detailed guidelines are available at:  
<https://www.mohfw.gov.in/pdf/Guidelinesondisinfectionofcommonpublicplacesincludingoffices.pdf>.

- iv. Cleaning and regular disinfection (using 1% Sodium Hypochlorite solution) of frequently touched surfaces (door knobs/handles, elevator buttons, hand rails, slides, chairs, tabletops, benches, washroom fixtures, etc.) and floors, walls etc to be done before start of activities, at the end of the day and at other appropriate times at all locations. Additional frequent cleaning may be required at medical centre, gymnasium, etc.
- v. Deep cleaning of all drinking and hand washing stations, washrooms, showers and lavatories shall be ensured.
- vi. All sanitary staff shall use appropriate PPE (mask, heavy duty gloves, face shields, aprons).
- vii. The event schedule should be planned in such a way that enough time is given in between multiple events for sanitization of field of play and equipment after every use, which may vary from sport to sport.
- viii. For warm-ups, fixed duration needs to be intimated along with time slots to the athletes and ASPs.
- ix. Provisions would be made for multiple hand washing stations and hand sanitizers for the use of athletes and ASPs. Provision of soaps in toilets and hand sanitizers in other common areas in sufficient quantity must be ensured.
- x. Swimming pool (wherever applicable) shall ensure adequate and regular water filtration and chlorination as per laid down standards.
- xi. Field of play equipment shall be handed over to the athletes and support staff by the ground staff after thorough disinfection.
- xii. Sharing of personal articles such as soaps, towels, any other utility may be avoided by all.
- xiii. Athletes, coaches and employees should be advised to dispose of used face covers / masks, used towels in separate covered bins placed in common areas.
- xiv. Ensure availability of covered dustbins and trash cans in sufficient numbers to manage waste as per CPCB guidelines (available at: [https://cpb.nic.in/uploads/Projects/Bio-Medical-Waste/BMWGUIDELINES-COVID\\_1.pdf](https://cpb.nic.in/uploads/Projects/Bio-Medical-Waste/BMWGUIDELINES-COVID_1.pdf))

#### **4. Planning for operations, scheduling and monitoring of activities**

##### **4.1 Institutional arrangements**

- i. A COVID Task Force shall be constituted for each sporting competition event by the organizing committee to guide and monitor all athletes and ASPs. The Task Force shall be responsible for overall implementation of protocols outlined in this SOP as well as other direction issued by Ministry of Home Affairs (MHA) and Ministry of Health and Family Welfare from time to time.
- ii. The Task Force shall work closely with the athletes, ASPs to define guidelines and protocols to conduct the sporting event.
- iii. Travel of athletes and ASPs shall be closely regulated and monitored by the Task Force.

##### **4.2 Facility arrangements**

- i. The medical unit at the sporting venue shall have an isolation facility commensurate with the guidelines on COVID care centre (available at: <https://www.mohfw.gov.in/pdf/FinalGuidanceonManagementofCovidcasesversion2.pdf>)
- ii. Suitable referral linkage shall be established with nearest COVID treatment facility.
- iii. Advance coordination with ambulance service providers for shifting of suspect/confirmed COVID cases shall be arranged.

##### **4.3 Physical distancing**

- i. For ensuring physical distancing in the premises, specific markings on the floor with a gap of 6 feet may be made. Similarly, physical distancing shall also be maintained at all places except during the sporting event, by the athletes.
- ii. Locker rooms for athletes etc. can be used, provided there is adequate ventilation; physical distancing and regular disinfection of frequently touched surfaces is maintained.
- iii. To minimize participation by athletes and ASPs, the organizing committee shall ensure (i) enforcing strict qualification criteria to reduce the number of participants, (ii) reducing number of support staff and officials for the competition.
- iv. Support staff whose physical presence is not required can work from home through tele-work/video conferencing.

#### **4.4. Spectator management**

- i. For outdoor sports events, spectators will be allowed upto full seating capacity.
- ii. CCTV monitoring may be planned for larger events to detect over-crowding at entry & exit gates and seating arena.

#### **4.5. Ensuring ventilation**

- i. As far as feasible, natural ventilation must be ensured and use of small enclosed spaces must be discouraged.
- ii. Circulation of outdoor air needs to be increased, as much as possible, by opening windows and doors, using fans, or other methods.
- iii. For air-conditioning/ventilation, of closed enclosures, the guidelines of CPWD shall be followed which emphasizes that the temperature setting of all air conditioning devices should be in the range of 24-30° C, relative humidity should be in the range of 40-70%, intake of fresh air should be as much as possible and cross ventilation should be adequate. Air handling unit needs to be cleaned prior to switching on.

#### **4.6. Making available COVID related supplies**

- i. Appropriate arrangements for personal protection devices like face covers/masks, face shields, PPEs, heavy duty gloves and other logistics like hand sanitizers, soap, Sodium Hypochlorite solution (1%) etc. shall be made available by organizing committee.
- ii. Ensure adequate supply of calibrated thermal guns for thermal screening.
- iii. Ensure availability of covered dustbins and trash cans in sufficient numbers to manage waste.

#### **4.7. Creating awareness**

- i. Organizing committee should ensure educational and training sessions for athletes and ASPs, sensitizing them on COVID appropriate behaviour and do's and don'ts'.
- ii. Provisions must be made for display of Posters/standees/AV media on preventive measures against COVID-19 at prominent places in the sporting venue.
- iii. Display State helpline numbers and also numbers of local health authorities at prominent places.

### **5. Maintaining Healthy operations**

#### **5.1 Risk assessment**

- i. Thermal screening of all athletes and ASPs shall be undertaken prior to allowing access to common field of play.
- ii. Depending on the risk perception and the scale of events, organizing committee may consider making RT-PCR Testing of athletes and ASPs carried out within 72 hours prior to the event and its

uploading on the website of organizing committee mandatory. In such cases, only those having a negative RT-PCR report shall be allowed to participate in the event. For this, organizing committee may also make suitable linkages with ICMR approved laboratories for COVID-19 testing of athletes and ASPs who report without a COVID test report.

#### 5.2. At the entry and exit points to the sporting event arena

- i. Athletes/ASPs living in containment zones shall not be allowed entry in the main competition arena/field of play, warm-up area.
- ii. All entrance main competition arena/field of play, warm-up area to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions. Only asymptomatic persons (athletes and ASPs) to be allowed in the premises.
- iii. All athletes and ASPs to be allowed entry only if using face cover/masks.
- iv. Separate gates, if feasible, should be used for entry and exit.
- v. Visual markers such as arrows or lanes of travel to be marked to streamline movement of athletes and ASPs.

#### 5.3. Within the premises of sporting arena (except field of play)

- i. Reduce or close the number of breakout rooms, lounges in which individuals gather.
- ii. Gathering of spectators shall be governed by the instructions issued by Ministry of Home Affairs (MHA) and Ministry of Health and Family Welfare from time to time.
- iii. Seating arrangement in parks, offices, hostel mess, other common utility areas to ensure a distance of 6 feet between chairs, benches, etc.

#### 5.4. During exercise, physiotherapy and training sessions

- i. Disinfect the common touched surfaces of the exercise equipment, before commencing the exercise.
- ii. Physiotherapy/massage shall be avoided unless absolutely necessary. If physiotherapy or massage is deemed necessary, the athlete as well as the physiotherapist/masseurs will follow all precautions including hand sanitization, use of mask, sanitization of equipment, etc.
- iii. Athletes and coaches shall sanitize their hands before and after exercises, physiotherapy and training sessions, workouts and sporting event. For such purpose hand sanitizer should be provided at the entry and exit of these locations including field of play.
- iv. Ensure physical distancing during training sessions.
- v. Physical contact in any form shall be avoided during training and sporting event, for e.g. handshakes, high-fives, etc.
- vi. Special precaution shall be taken for training engagements of para-athletes as advised by qualified medical personnel.

#### 5.5. Precautions to be observed at the field of play

- i. Staggering of athletes for different events/training sessions to be done, to allow for adequate physical distancing.
- ii. In case of multiple events, the next lot of athletes and ASPs should be outside the venue and shall enter the warmup area and field of play once the athletes and ASPs from previous event have left the venue, alternatively, organizing committee may explore multiple venues so that events may be conducted simultaneously.
- iii. Athletes and coaches shall be screened by properly calibrated thermal guns at the entry to field of play.
- iv. Wash hands with soap and water/ use hand sanitizer at the time of entry to the field of play.
- v. Athletes will shower before entering and after exiting the field of play.

- vi. Ensure physical distancing between coaches and athletes.
- vii. Athletes and coaches shall not be allowed to share equipment.
- viii. Wash hands/use hand sanitizers after leaving the field of play.

#### 5.6. Activities of athletes in other common areas – changing rooms, showers, mess, etc.

- i. Ensure physical distancing norms in changing rooms and shower areas.
- ii. In mess / cafeteria, seating arrangement should ensure adequate physical distancing.
- iii. Cafeteria and mess staff should wear mask and hand gloves and take other required precautionary measures.
- iv. Tables, chairs in common areas to be sanitized once the athletes/coaches leave these locations.

#### 5.7. Arrangements at Medical Centre

- i. Organizing committee shall designate a COVID response team that athletes/ASPs should contact if they experience symptoms suggestive of COVID.
- ii. At the entrance, there will be provision of triaging (to be done by trained nurse/medical attendant)
- iii. Patient suspected to be suffering from COVID-19 (i.e. those reporting with fever, cough, breathlessness etc.) shall be isolated in the designated isolation room.
- iv. In case of referral, transportation of such cases shall be arranged in consultation with local health authorities.
- v. Doctors, nurses, paramedics will use full complement of PPE (coverall, N-95 mask, protective goggles, gloves) if sample collection or aerosol generating procedure is contemplated.
- vi. In the event of detection of a case, further management (including contact tracing, quarantine, testing, disinfection of premises etc. shall be done in consultation with the district/local health authorities.

#### 5.8. Ensure Safe Stay at Hostels/Hotels/guest houses

To ensure safe stay, all athletes and ASPs should be accommodated in single rooms, as far as feasible. Further, the guidance issued by Ministry of Health & Family Welfare on preventive measures in Hotels and Other Hospitality Units to contain spread of COVID-19 may be referred to (available at: <https://www.mohfw.gov.in/pdf/SSoPstobefollowedinHotelsandotherunits.pdf>).

**M-35020/8/2020-US(FILMS)**  
**Government of India**  
**Ministry of Information & Broadcasting**

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Date: 30 January, 2021

**SOPs for cinema halls and theatres on preventive measures to contain spread of COVID-19**

**1. Background**

The Ministry of Home Affairs, Government of India has permitted the opening of cinema halls and theatres vide their order No. 40-3/2020-DM-I(A) dated 27<sup>th</sup> January, 2021.

**2. Scope**

- 2.1 This document outlines the Standard Operating Procedures (SOPs) in terms of various generic precautionary measures to be adopted in addition to specific measures to be ensured in cinema halls and theatres to prevent spread of COVID-19.
- 2.2 No Exhibition of Film shall be allowed in containment zones.
- 2.3 Further, States/UTs may consider proposing additional measures as per their field assessment.

**3. SOPs related to cinema halls and theatres**

**3.1 General Guidelines**

The generic measures include public health measures that are to be followed to reduce the risk of transmission of COVID-19. These measures need to be observed by all (workers and visitors) at all times.

These include:

- i. Adequate physical distancing of at least 6 feet to be followed outside the auditoriums, common areas and waiting areas at all times.
- ii. Use of face covers/masks to be made mandatory at all times.

- iii. Availability of hand sanitizers, preferably in the touch-free mode, at entry and exit points as well as common areas within the premises.
- iv. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
- v. Self-monitoring of health by all and reporting any illness at the earliest to state and district helpline.
- vi. Spitting shall be strictly prohibited.
- vii. Installation & use of *Aarogya Setu* App shall be advised to all.

### **3.2 Entry & Exit points**

- a. Thermal screening of visitors/staff is to be carried out at entry points. Only asymptomatic individuals shall be allowed to enter the premises.
- b. Provisions for hand sanitization should be made available at all entry points and in work areas.
- c. Designated queue markers shall be made available for entry and exit of the audience from the auditorium and the premises.
- d. The Exit should be done in a staggered row-wise manner to avoid crowding.
- e. Sufficient time interval between successive screenings on a single screen as well as on various screens in a multiplex shall be provided to ensure row-wise staggered entry and exit of the audience.

### **3.3 Seating Arrangements**

Seating arrangement inside the auditorium of the cinemas/theatres/multiplexes is to be allowed upto 100% seating capacity.

### **3.4 Physical Distancing Norms**

- a. Proper crowd management in the parking lots and outside the premises—duly following physical distancing norms shall be ensured.
- b. Number of people in the elevators shall be restricted, duly maintaining physical distancing norms.
- c. Efforts shall be made to avoid overcrowding in the common areas, lobbies and washrooms during the intermission. Audience may be encouraged to avoid movement during the intermission. Longer intermissions may be used to allow audience seated in different rows of the auditorium to move in a staggered manner.

### **3.5 Staggered Show Timings at Multiplexes**

- a. Slaggered show timings shall be followed for multiple screens to avoid crowding.
- b. The show commencement time, intermission period and finish time of a show at any screen shall not overlap with the commencement time, intermission period or finish time of a show at any other screen in a multiplex.

### **3.6 Booking and Payments**

- a. Digital no-contact transactions should be the most preferred mode for issue/verification/payments for tickets, food, and beverages, etc. by using online bookings, use of e-wallets, QR code scanners, etc.
- b. Contact number shall be taken at the time of booking of tickets to facilitate contact tracing.
- c. The purchase of tickets at the box office shall be open throughout the day and advance booking shall be allowed to avoid crowding at the sale counters.
- d. Sufficient number of counters at the box office shall be opened with adequate physical distancing norms, to prevent crowding during physical booking of tickets.
- e. Floor markers shall be used for physical distancing during queue management at the box office.

### **3.7 Sanitization of the Premises**

- a. Frequent sanitization of the entire premises, common facilities, and all points which come into human contact, e.g. handles, railings, etc. shall be ensured.
- b. The cinemas/theatres/multiplexes auditorium shall be sanitized after every screening.
- c. Regular cleaning and disinfection of the box office, food and beverage areas, employee and staff lockers, toilets, public areas, and back office areas shall be ensured.
- d. Measures for the safety of sanitization staff such as adequate provisions for rational use of gloves, boots, masks, PPE, etc. shall be undertaken.
- e. Disinfection of the premises to be taken up if any person is found positive.

### **3.8 Staff Related Measures**

- a. Wearing of face cover for staff is mandatory at all workplaces and adequate stock of such face covers should be made available.
- b. All employees who are at higher risk, i.e., older employees, pregnant employees, employees who have underlying medical conditions, to take extra precautions. They should preferably not be exposed to any front-line work requiring direct contact with the public.
- c. With a view to ensure safety at the workplace, employers on best effort basis should ensure that Aarogya Setu is installed and updated by all employees their mobile phones.
- d. Communication and training of the staff on precautions related to COVID-19, respiratory hygiene, hand hygiene, etc. shall be carried out.
- e. Self-monitoring of health by all employees/staff and reporting any illness at the earliest shall be ensured.

### **3.9 Public Awareness**

- a. Do's and Don'ts shall be communicated at prominent access points: Online sale points, digital tickets, public areas like lobbies, washrooms, etc.
- b. Public Service Announcements on wearing mask, observing physical distancing and maintaining hand hygiene as well as specific announcements on the precautions and measures to be followed within and outside the premises shall be made before the screening, during intermission and at the end of the screening.
- c. Provisions must be made for display of Posters/standees/AV media on preventive measures about COVID-19 prominently outside and inside of the venues.

### **3.10 Air-Conditioning/Cooling**

For air-conditioning/ventilation, the guidelines of CPWD shall be followed which, inter alia, emphasizes the following:

- a. Temperature Setting of all air conditioning devices should be in the range of 24-30°C.

- b. Relative humidity should be in the range of 40-70%.
- c. Re-circulation of air to be avoided to the extent possible.
- d. Intake of fresh air should be as much as possible.
- e. Cross ventilation should be adequate.

### **3.11 Anti-stigma Behaviour**

COVID-19 related stigmatization or unruly behaviour shall be dealt with strictly by coordination between the auditorium manager(s) and the local authorities.

### **3.12 Food and Beverage Area**

- a. Show timings in the cinema halls to be staggered to ensure that intervals of different shows do not occur simultaneously.
  - b. Customers shall be encouraged to use cinema apps/QR codes, etc. for ordering food as much as possible.
  - c. Multiple sale counters in food and beverage area be made available wherever possible.
  - d. One line systems to be followed using floor stickers to maintain physical distancing at every sale counter.
  - e. Management shall ensure observance of physical distancing and preventing crowds in the food and beverages area.
  - f. Safe disposal of the food and beverage waste shall be ensured by the management of the premises.
4. The National Directives for COVID-19 Management and the relevant guidelines issued by the Ministry of Home Affairs, Ministry of Health & Family Welfare, state governments, etc. shall be strictly complied with during all activities and operations.
- .....

January 30, 2021

Government of India  
Ministry of Commerce & Industry  
Department of Commerce

Consolidated Standard Operating Procedure (SOP) / Preventive measures to be taken while holding Trade Exhibitions to contain spread of Covid-19

**1. Background :**

In terms of MHA Order No. 40-3/2020-DM-I(A) dated 27-1-2021 regarding guidelines for surveillance, containment and caution for COVID-19 in the country, the SOP has been prepared to restart exhibitions outside containment zones with adequate precautions to prevent spread of COVID-19 infection. It is important that necessary preventive measures are followed during such events and the SOP aims to minimize the physical contact and maximise physical distancing between Exhibition organizers, service providers, Buyers/Sellers/Exhibitors/ visitors, and other preventive and safety measures against COVID-19. This SOP will be effective from 1<sup>st</sup> February 2021.

**2. Scope:**

The document outlines various generic and precautionary measures to be adopted, in addition to the specific measures, for holding Exhibitions. The measures to be put in place are divided under the following categories viz:

- i. Measures to be adopted by Venue Provider(s)
- ii. Measures to be adhered to by Fair/Exhibition Organizer(s)
- iii. Measures to be adhered to by Service Provider(s)
- iv. Measures to be followed by Exhibitor(s)
- v. Measures to be followed by Visitors/ Business delegates

The competent Authority may implement additional measures within their jurisdiction as per their local assessment and in line with activities permitted by Ministry of Home Affairs (MHA) as per MHA orders issued under Disaster Management Act 2005 from time to time.

**Note: The words Fair/Trade Fair/Exhibition have been used interchangeably in this document.**

### **3. Generic Preventive Measures:**

The generic preventive measures that include public health measures are to be followed to reduce the risk of COVID-19. These measures need to be observed by all: the venue providers, exhibition organizers, service providers, exhibitors, visitors/delegates are as follows:-

- i. Persons above 65 years of age, persons with co-morbidities, pregnant women and children below the age of 10 years are advised to stay at home, except for essential and health purposes. Fair/Trade Exhibition Organizers to advise accordingly.
- ii. The other generic measures include simple public health measures that are to be followed during the trade exhibition at all times. These include:
  - Physical distancing of at least 6 feet to be followed as far as feasible.
  - Use of face covers/masks to be made mandatory.
  - Practice frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be made wherever feasible.
  - Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
  - Self-monitoring of health by all and reporting any illness at the earliest to state and district helpline.
  - Spitting shall be strictly prohibited.
  - Installation and use of 'Aarogya Setu' app shall be mandatory for all with smart-phones

### **4. All the stakeholders, the venue providers, exhibition organizers, service providers, exhibitors, visitors/delegates, shall also ensure the following:**

#### **A. Measures to be adopted by Venue Provider(s)**

- i. The self-assessment through Aarogya Setu Mobile App is recommended for all the entrants and is mandatory for ones with a smart-phone. All the

- entrants should be instructed not to have a close contact with anyone if they are experiencing any of the symptoms in respect of the virus. Any person exhibiting symptoms suggestive of COVID-19 disease should not be allowed entry.
- ii. Venue Provider should setup health/first-aid kiosks manned by optimal staff with adequate equipment like thermal guns and hand sanitizers at all entry/ exit gates of the venue for mandatory thermal scanning and hand sanitization of all the entrants. All Security and cleaning staff should use Face Mask, Face Shield and Gloves.
  - iii. Preferably multiple and separate entry and exits for visitors shall be ensured. The structure/space/venue for the event must also ensure adequate natural cross- ventilation.
  - iv. The Exhibition halls shall be disinfected before giving possession.
  - v. A well-planned garbage disposal policy should be implemented. The waste disposal should be in accordance with Central Pollution Control Board guidelines.
  - vi. For air-conditioning /ventilation, the guidelines of CPWD shall be followed which emphasize that the (i) temperature setting of all air conditioning devices should be in range of 24-30 degree (ii) relative humidity should be in the range of 40-70%, (iii) re-circulation of air to be avoided to the extent possible, (iv) intake of fresh air should be as much as possible and (v) cross-ventilation should be adequate. The air handling unit is required to be cleaned and maintained regularly to maintain adequate in-hall temperature / air movement as recommended by health authorities.
  - vii. Adequate number of CCTV should be installed in the venue/ campus, including inside the halls and the F&B locations, to closely monitor visitor movement to ensure physical distancing and control overcrowding at any point. There should be adequate AV unit for announcement to manage the crowd movement.
  - viii. A dedicated lane for vehicles movement with single entry and single exit of the vehicles needs to be created. The round robin arrangements should also follow this dedicated lane. The drop-off points and parking points should be identified. The spaces for parking of vehicles should be clearly defined so as to maintain physical distancing in the parking areas. The parking space provided should have adequate distancing norms between vehicles.
  - ix. The F&B service providers to be advised that proper hygiene be maintained and the infrastructure be disinfected regularly. They may be advised to offer pre- packed food to the extent possible and to avoid a buffet-style set-up to avoid queue-ups. Digital payments must be encouraged. The F&B outlets / counters shall mandatorily install glass

- partitions as a physical distancing measure. The serving personnel should wear masks and gloves. The F&B services providers will be required to follow the guidelines issued by the relevant government agencies. The visitors/delegates to be encouraged to bring their own water bottles. There should be a provision of tissue papers near water dispensers, Tea/Coffee makers etc. to avoid direct contact with hand. All equipment should be as far as possible made contactless.
- x. To maintain physical distancing the number of individuals that can be permitted in any given hall, stall/ booth and toilet/ washroom at any particular time may be moderated such that the latest MHA/ MoHFW guidelines on physical distancing are complied-with, which currently translates into a 3.25 sq. m per person in the halls. (10,000 sq. m hall should have a maximum of 3076 persons; a 5,000 sq. m hall should have a maximum of 1538 persons.)
  - xi. Isolation centre should be created by the venue owner on a permanent basis.

## **B. Measures to be adhered to by Exhibition Organizers**

- i. The Fair/Exhibition Organizer should assess the risk involved by doing a thorough pre-event review of the event prior to the planned dates. The Organizer should also analyze the health and safety situation of the zones of the expected attendees, both national and International.
- ii. Based on health and safety analysis of visitor origin cities, the Organizer should avoid promoting their events to visitors from affected areas whose visit to the event may possibly impact the health and safety of other visitors at the show.
- iii. A plan should be prepared well in advance about conduct of each activity separately (exhibitions, meetings, shows, food/catering arrangements etc.)
- iv. Fairs/Exhibitions shall be permitted outside the containment zones only. Fair /Trade Exhibition Organizers, venue providers, service providers, exhibitors and business visitors from containment zones shall not be permitted.
- v. Keeping in view the physical distancing norms, event sites should have adequate floor area at all locations which are likely to be visited by public. The Organizer should ensure that the number of visitors into the Venue, in respect of their event, is regulated as per the Govt. guidelines during that particular time. Physical distance of a minimum of 6 feet, when queuing up for entry and inside the venue may be ensured as far as feasible. Specific marking for the purpose may be done at various places like, queues at entry and exit of halls, in front of registration desks, in front of booths/stalls in the passageways etc.
- vi. Fair/Exhibition Organizers should stagger the operational hours of exhibition so that there is organised gathering. The Organizer may also be requested to plan for

- staggered exit of exhibitors and visitors / delegates at the closing time of the show on each day.
- vii. With regard to B2B events, the Organizer should maintain record of all the entrants & participants who will enter the venue in respect of their event. They should be able to provide traceability support of suspects to local health authorities, if required. In line with the govt. guidelines, the entrants screened-out based on travel history/symptoms/ information based on the medical interview sheet may be refused entry. Availability of information of any overseas COVID-19 cases that were detected during or after the event should be passed on to their respective embassies.
  - viii. The Organizer must ensure that they, along-with the exhibitors, visitors, staff/ labour belonging to all the agencies for Construction and Decoration (C&D), Food and Beverages (F&B), Security, Housekeeping etc. hired by the organizer and any other staff deployed by them, in connection with the exhibition/conference, are aware of and are following all the precautionary measures advised by the Govt. Authorities, in respect of Covid-19 disease, from time to time.
  - ix. Appropriate arrangements for personal protection gears like face covers/masks, and other logistic like hand sanitizers, soap, sodium hypochlorite solution etc. shall be made available by Fair/ Exhibition Organizers/exhibitors for their staff as per requirements
  - x. The Organizer should regularly play recorded messages/announcements on the precautionary measures, good practices and relevant information in respect of the virus during the full tenancy period. Regular Health and safety announcements may be made in English and local languages. They should promote 'Namaste' greetings as a replacement to handshakes. It should highlight availability of onsite doctors and ambulance. Signage/boards are to be installed at all prominent places, about preventive measures to be followed by entrants and also that spitting inside the premises will be prohibited. A short advisory on physical distancing in all signage, digital messages, boards etc may be included to reinforce the standard signage.
  - xi. Visitors should be given prior information on what they should carry, which includes face mask, water bottle, hands sanitizer.
  - xii. The Organizer should advise all the entrants to practice hand washing etiquettes (even if the hands are visibly clean) with soap and water or alcohol-based hand rub/sanitizer with at least 70% alcohol content.
  - xiii. The Organizers should encourage online purchase of tickets.
  - xiv. The Organizers should encourage pre-registration of business visitors / delegates to minimize queues at the registration area and seek health declarations from all attendees in a pre-exhibition entry safe zone. All attendees should be registered in order to ensure traceability, if needed at a later date. Contact-less entry should be encouraged.
  - xv. Adequate number of ticket counters/registration counters shall be planned duly

ensuring physical distancing norms. The Organizer should consider minimal social contact while setting up their Registration area. Queue masters could be used to manage movement flow. Registration counters set up by the organizer could have transparent glass partitions to act as a barrier to physical contact

- xvi. The Organizer shall also encourage online registration with the option of printing of entry badges at home. Further, QR Code may be generated during the registration and the entry can be allowed inside the hall by scanning the QR code by the Organizer.
- xvii. The Organizers should encourage use of technology to minimize human interface. The organizer should ask its exhibitors to encourage the use of e-brochures to minimize contact and paper wastage.
- xviii. The Organizers should be advised to monitor the number of visitors in a particular hall by technology-enabled/other means by tracking the inflow as well as outflow of visitors in real-time. As soon as the hall reaches saturation as per the hall-wise occupancy load notified by Government agencies, inflow may be restricted. Number of people in the elevators shall be restricted, duly maintaining physical distancing norms
- xix. The furniture and other surfaces (frequently touched or otherwise) present in each of the halls and going to be used in respect of their event need to be wiped with disinfectant regularly by the Organizer.
- xx. During the event, the Organizer should ensure that there are sufficient hand sanitizers/soap/tissues in all the washrooms. Their housekeeping agency should be strictly instructed to regularly monitor the hygiene of all the halls including the washrooms. All the tissues should be in closed bins. Visitors and staff should be advised to dispose of used face covers/masks in covered bins available at premises. The housekeeping agency should ensure that the used tissues are thrown into closed bins immediately after use. The CPCB guidelines available at [https://cpcb.nic.in/uploads/Projects/Bio-Medical-waste/BMW-GUIDELINES- COVID\\_1.pdf](https://cpcb.nic.in/uploads/Projects/Bio-Medical-waste/BMW-GUIDELINES- COVID_1.pdf) may be referred to for bio-medical waste management (mask, tissues, etc.)
- xxi. The Organizer should encourage use of pre-fabricated material while constructing stands to ensure minimum time spent by the stand fabricators, fitters etc. The organizer should also instruct the C&D agent to disinfect the booth construction material etc. Stand Contractors should use mechanized trolleys / pallets etc. to minimize human labour while bringing / taking out material out of the halls.
- xxii. The minimum stall size should be 12 sq mtrs and preferably all stalls should be two side open. The passage width for movement of people should be a minimum of 5 metres.
- xxiii. The organizer needs to ensure that a minimum of 60% of the area in an exhibition hall is left open for circulation of visitors.
- xxiv. The Organizers will construct minimum of one Isolation Room of minimum 3m x 3m

(four sides & ceiling covered, with lockable door), which would be manned by the Fair Organiser staff adept in handling a COVID-19 patient and would have adequate facilities like PPE kit, face masks and sanitizers. The Fair /Exhibition Organizer would also ensure to identify and safely transfer the identified suspected COVID-19 patient to the isolation room till arrival of medical team or transferring to a COVID Hospital. Disinfection of premises shall be taken up if the person is found positive.

- xxv. The Fair/Exhibition Organizer should ensure that the paramedic ambulances that are inside the venue for their event are manned by full-time doctor/healthcare staff/nurses with personal protective equipment like mask, visors, gloves etc.
- xxvi. The Fair/Exhibition Organizer shall set up and chair Core COVID-19 response team with involvement of senior officials of all service partners and venue. The organiser should Identify and convey emergency contact numbers to all the stakeholders on repeat basis till the exhibition dates.
- xxvii. Digital payments should be encouraged.
- xxviii. If Organizers are providing transport shuttles, they should be cleaned regularly. Avoid transportation to/fro from any Containment Zones, if identified by the Government.
- xxix. Organizers should ensure that there should be no live music events.
- xxx. Organizers to ensure that all eating places must be outdoors as far as feasible.

### **C. Measures to be adhered to by Service Providers**

- i. Duly filled in Self health Declaration forms shall be collected from all Stand Fabricators
- ii. Service providers shall park their vehicles at designated places till they get clearance from Venue Owner to enter.
- iii. Vehicles shall be parked by maintaining physical distancing.
- iv. All service providers shall undergo thermal scanning at entrance of the exhibition venue by maintaining physical distancing.
- v. Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (doorknobs, elevator buttons, hand rails, queue barricades, seats, benches, washroom fixtures, etc.) to be made mandatory in all public utility common areas.
- vi. The bio-medical waste (mask, face covers, visors, PPEs etc.) generated may be disposed off in accordance with the hazardous waste disposal guidelines. ([https://cpcb.nic.in/uploads/Projects/Bio-Medical-Waste/BMW-GUIDELINES-COVID\\_1.pdf](https://cpcb.nic.in/uploads/Projects/Bio-Medical-Waste/BMW-GUIDELINES-COVID_1.pdf))

**vii. While setting-up the Exhibition:**

- a) Arrange maximum pre-fabrication of the confirmed stand design at own premises.
- b) Ensure necessary physical distancing among workers, supervisory staff etc.

**viii. While Transporting the prefabricated materials to exhibition venue:**

- a) Sanitize the delivery vehicle and all materials before loading.
- b) Driver and other personnel involved in transportation of material must ensure physical distancing and wear all necessary PPE.
- c) Ensure contact-less transportation of materials to the exhibition venue.
- d) Complete stand build up maintaining physical distancing at the site.

**ix. While Dismantling:**

- a) Sanitise the stall along with furniture, fixtures etc. before dismantling the stall.
- b) Dismantle and deliver all material back to the warehouse using sanitised vehicle and mandatory use of masks and other required PPE by the driver and other personnel.
- c) Avoid any unnecessary stopover during transit. Duly filled in Self health Declaration forms shall be collected from all Logistic Providers.
- d) Sanitise the logistics and warehouse facilities along with all equipment before use by the workers.

**x. During Pickup and Transportation:**

- a) Exhibitor goods shall be sanitized before packaging.
- b) Pick up and ensure contactless transportation of the exhibitor goods to the exhibition venue.

**xi. During Re-transportation:**

- a) Sanitise the exhibitor goods before pick up from the venue.
- b) Re-transport to the port of origin.

**D. Measures to be followed by Exhibitors**

- i. Aarogya Setu Mobile App is recommended for all the persons manning the stall and is mandatory for the ones with a smart-phone.
- ii. All the stalls should have hand sanitizers. They should ensure that a sufficient gap (of two yards) is maintained at all time between the people manning the stall. All the

personnel at the stall should use Face Mask at all times.

- iii. Every stall should have a covered dustbin.
- iv. To maintain physical distancing the number of individuals that can be permitted in any given stall / booth at any particular time may be moderated such that the latest MHA / MoHFW guidelines on physical distancing are complied-with. This will also need to be moderated by exhibitor for the customer depending on the size of its stall and open interface for interaction with the customers.
- v. Exhibitors should encourage Digital Payment Options.

#### **E. Measures to be followed by Visitors**

- i. Aarogya Setu Mobile App is recommended for all visitors/delegates and mandatory for the ones with a smart-phone.
- ii. Visitors should pre-register themselves.
- iii. The visitors/delegates should not enter the venue ground if their temperature is not normal.
- iv. Visitors to be allowed entry only if using face cover/masks. The face cover/mask has to be worn by all, at all times, while in public places.
- v. Frisking of persons entering the venue, if planned, shall be undertaken after thermal screening. Personnel involved in frisking shall wear triple layer medical mask (in addition to gloves). Proper hand hygiene shall be maintained by such personnel every time they change their gloves.
- vi. The visitors must ensure that they maintain a sufficient distance (of about two yards) from other persons at all the time. Proper physical distancing shall be maintained while exiting the premises too.
- vii. The number of visitors inside the event venue shall be restricted in accordance with the order issued by Ministry of Home Affairs from time to time.
- viii. Seating arrangement in the exhibition halls, food courts, meetings, etc. to be made in such a way that adequate physical distancing of 6 feet is maintained
- ix. In case a person falls sick having fever, body ache, sore throat etc., he must report to the COVID help desk.
- x. Visitors should adhere to all the guidelines prescribed by the Trade Exhibition Organizer.

#### **F. Additional SOPs for holding Conferences during Exhibitions**

- i. Identify closed door conference areas for any conference sessions planned during the exhibition with seating and avoid any standing attendees. Preferably

the conference sessions can be held in an Open air Conference Hall.

- ii. Speaker / panelist chairs to be placed ensuring safe distancing.
- iii. Ensure physical distancing for attendees and sanitization of conference area after regular intervals.
- iv. For holding B2B meetings during the event, a suitable facility ensuring sufficient space must be created to hold the meetings. The Meeting table must be separated by a distance of at least 6 feet. Not more than two people are allowed to sit at the table at a time for the meeting. Face shield along with mask and hand gloves must be made mandatory for the B2B participants

5. The National Directives for COVID-19 Management and the relevant guidelines issued by the Ministry of Home Affairs, Ministry of Health & Family Welfare and relevant State Governments etc. shall be strictly complied with during all activities.

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F. No.J-17011/42/2020-SP.V  
Government of India  
Ministry of Youth Affairs and Sports  
Department of Sports

\*\*\*\*

Shastri Bhavan, New Delhi  
Dated: 30<sup>th</sup> January, 2021

**CIRCULAR**

**Subject: - Standard Operating Procedures (SOP) & Guidelines for operation of Swimming Pools – Reg.**

The undersigned is directed to refer to the above subject and to say that Standard Operating Procedures have been updated in consultation with the Ministry of Home Affairs and the Ministry of Health & Family Welfare, in pursuance of the Guidelines for Surveillance, Containment and Caution issued vide MHA Order No.40-3/2020-DM-I (A) dated 27.01.2021.

2. A copy of the SOP is attached herewith.



(A.K.Singh)

Under Secretary to the Government of India  
Tel. No. 2338 1003

To All concerned.

Copy to :

1. The Ministry of Home Affairs, North Block, New Delhi.
2. The Ministry of Health & Family Welfare, Nirman Bhawan, New Delhi.

## **SOP and guidelines for operation of Swimming Pools in a COVID-19 Environment**

### **1. Background**

Government of India is following a phase-wise unlocking of activities. In continuation of this process, Ministry of Home Affairs has allowed resumption of activities at swimming pools subject to strict adherence to standard operating procedure issued by Ministry of Youth Affairs and Sports.

### **2. Scope and Coverage**

This document outlines various generic precautionary measures to be adopted in addition to specific measures to be ensured at swimming pools to prevent spread of COVID-19. Swimming pools in Containment Zones shall remain closed.

This SOP applies to all swimming pools allowing such facilities to resume operations outside containment zones and are meant to serve as safety guidelines for operating the facility in consonance with any other guidelines issued by State government while granting such permission.

### **3. Promoting COVID appropriate behaviour**

Simple public health measures are to be promoted to reduce the risk of spread of COVID-19 infection. These measures are to be observed by all (Swimmers/coaches/visitors/staff) in these places at all times.

These include:

- i. Physical distancing of at least 6 feet to be followed as far as feasible, in pool (use of alternate lanes in opposite direction), deck, sitting arena, shower areas etc.
- ii. Use of face covers/masks to be made mandatory, at all times , except when the swimmer is in the pool.
- iii. Practice frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be made wherever feasible.
- iv. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
- v. Self-monitoring of health by all and avoid use of swimming pool if one is suffering from symptoms suggestive of COVID-19
- vi. Spitting shall be strictly prohibited.
- vii. Installation & use of Aarogya Setu App shall be advised to all.

### **4. Protecting the vulnerable population**

Swimmers/ coaches/ visitors/ staff who are at higher risk i.e. age 65 years or more, pregnant women, children below 10 years, and those who have underlying medical conditions or co-morbidities must avoid using swimming pool.

## **5. Providing and maintaining healthy environment at swimming pools**

- i. Prior to resumption of activities, all work areas, common utility areas, railings of the pool, gymnasium/physiotherapy centres (if attached to pools) etc. shall be sanitized with 1% Sodium Hypochlorite solution (alternatively 70% alcohol based disinfectant for use on metallic surfaces). Thereafter this will be done on a regular basis. Detailed guidelines are available at:  
[https://www.mohfw.gov.in/pdf/Guidelinesondisinfectionofcommonpublicplacesincludingoffices.pdf](https://www.mohfw.gov.in/pdf/Guidelinesondisinfectionofcommonpublicplacesincludgingoffices.pdf).
- ii. Cleaning and regular disinfection (using 1% Sodium Hypochlorite solution or 70% alcohol based disinfectant for use on metallic surfaces) of frequently touched surfaces (door knobs/handles, elevator buttons, hand rails, chairs, tabletops, benches, washroom fixtures, etc.) and floors, walls etc to be done before start of activities, at the end of the day and at other appropriate times at all locations.
- iii. All sanitary staff shall use appropriate PPE (mask, heavy duty gloves, face shields, aprons).
- iv. Provisions would be made for multiple hand washing stations and hand sanitizers for the use of swimmers/coaches/ visitors/staff. Provision of soaps in toilets and hand sanitizers in other common areas in sufficient quantity must be ensured.
- v. Deep cleaning of all drinking and hand washing stations, washrooms, showers and lavatories shall be ensured.
- vi. Swimmers/ coaches/ visitors/ staff should be advised to dispose of used face covers / masks in separate covered bins placed in common areas.
- vii. Swimming pool shall ensure adequate and regular water filtration and chlorination as per laid down standards\*.
- viii. The swimming pool management may make suitable provisions for contact-less payments.
- ix. All personal training equipment belonging to any swimmer/coach shall be disinfected every time before use.
- x. Sharing of personal articles such as soaps, towels, any other utility must be avoided by all.
- xi. Ensure availability of covered dustbins and trash cans in sufficient numbers to manage waste as per CPCB guidelines (available at: [https://cpcb.nic.in/uploads/Projects/Bio-Medical-Waste/BMW-GUIDELINES-COVID\\_1.pdf](https://cpcb.nic.in/uploads/Projects/Bio-Medical-Waste/BMW-GUIDELINES-COVID_1.pdf))

## **6. Planning for operations, scheduling and monitoring of activities of swimming pool**

### **6.1 Institutional arrangements**

- i. The swimming pool management shall be responsible for overall implementation of protocols outlined in this SOP.

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\* WHO guidelines for safe recreational water environments recommends that for pools with good hydraulics and filtration, free chlorine level of 1 mg/l throughout the pool.  
([https://www.who.int/water\\_sanitation\\_health/publications/safe-recreational-water-guidelines-2/en/](https://www.who.int/water_sanitation_health/publications/safe-recreational-water-guidelines-2/en/))

- ii. One of the staff/ coach shall be identified as the Nodal person and sensitised on the basics of COVID-19 available at: [https://igot.gov.in/igot/explore-course/course/do\\_312993264544849920136](https://igot.gov.in/igot/explore-course/course/do_312993264544849920136) and COVID Appropriate behavior (available at: [https://igot.gov.in/igot/play/content/do\\_31304842933413478411107?contentType=ExplanationResource](https://igot.gov.in/igot/play/content/do_31304842933413478411107?contentType=ExplanationResource)). He/she shall be well versed with the SOPs issued by Ministry of Youth Affairs and Sports, as amended from time to time.
- iii. Prior to resuming operation of swimming pools, every user and staff shall be sensitised on COVID appropriate behavior, which are to be implemented at the swimming pool.
- iv. 100% coverage of Aarogya Setu application among all persons using the pool is desirable.

#### 6.2 Physical distancing

- i. Physical distancing of 6 feet in the premises of the pool shall be ensured. For swimming, alternate lanes of the pool shall be used from both directions to maintain physical distancing, to the extent feasible.
- ii. Staggering of swimmers for different events/training sessions to be done, to allow for adequate physical distancing.
- iii. Locker rooms for swimmers/ coaches may remain in use provided there is adequate ventilation and regular disinfection.
- iv. Physical distancing of 6 feet also will be followed in shower rooms and change areas.

#### 6.3 Crowd management

CCTV monitoring shall be ensured to detect crowding at the pool, visitor's gallery, common areas etc. and prompt steps must be taken to avoid such crowds.

#### 6.4 Ensuring ventilation

- i. As far as feasible, natural ventilation must be ensured and use of small enclosed spaces must be discouraged.
- ii. Circulation of outdoor air needs to be increased, as much as possible, by opening windows and doors, using fans, or other methods.
- iii. For air-conditioning/ventilation, of closed enclosures, the guidelines of CPWD shall be followed which emphasizes that the temperature setting of all air conditioning devices should be in the range of 24-30° C, relative humidity should be in the range of 40-70%, intake of fresh air should be as much as possible and cross ventilation should be adequate. Air handling unit needs to be cleaned prior to switching on.

#### 6.5 Making available COVID related supplies

- i. Appropriate arrangements for personal protection devices like face covers/masks, heavy duty gloves, face shields, aprons and other logistics like hand sanitizers, soap, Sodium Hypochlorite solution (1%) etc. shall be made available by management.

- ii. Provide an adequate supply of calibrated thermal guns.
- iii. Ensure availability of covered dustbins and trash cans in sufficient numbers to manage waste.

#### 6.7. Creating awareness

Provisions must be made for display of Posters/standees/AV media on preventive measures against COVID-19 at prominent places in the premises of the swimming pool.

### 7. Maintaining Healthy operations

#### 7.1 Risk assessment

- i. Swimmers, coaches, visitors and staff shall submit a declaration to the management stating that they (i) are not suffering from any symptoms suggestive of COVID-19, (ii) have not come in close contact with a person who has tested positive for COVID-19, (iii) are not residing in an active containment zone.
- ii. It is the responsibility of the owners/authorities/agencies, etc., in-charge of the swimming pools concerned to ensure complete adherence to prescribed protocols and to secure declaration from respective users and staff that any activity undertaken shall be in full compliance to these protocols.
- iii. Thermal screening of all swimmers/coaches/visitors/staff shall be undertaken prior to allowing access to the pool.

#### 7.2. At the entry and exit points

- i. Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions.
- ii. Only asymptomatic persons (swimmers, coaches, visitors and staff) to be allowed in the premises.
- iii. Separate gates, if feasible, should be used for entry and exit.
- iv. Swimmers, coaches, visitors and staff to be allowed entry only if using face cover/masks. The face cover/mask has to be worn at all times inside the premises, except for the time the swimmer is in the pool.

#### 7.3. Precautions to be observed at the swimming pool

- i. Swimmers and coaches shall be screened by properly calibrated thermal guns at the entry of pool deck.
- ii. Wash hands with soap and water/ use hand sanitizer at the time of entry to the pool deck.
- iii. Swimmers will shower before entering and after exiting the pool.
- iv. Verbal cues should be kept to minimum and screaming should be avoided.
- v. Swimmers shall avoid taking pool water in their mouth and if required, spitting shall be done only in the pool gutter.

**7.4. Activities in common areas – changing rooms, showers, locker rooms, visitor's gallery/audience stand, etc.**

- i. Ensure physical distancing norms in all common areas.
- ii. In cafeteria, seating arrangement should ensure adequate physical distancing.
- iii. Cafeteria staff should wear mask and hand gloves and take other required precautionary measures.
- iv. Use of gymnasium (if available in the swimming pool complex), should be in accordance with MoHFW guidelines (available at: <https://www.mohfw.gov.in/pdf/Guidelinesonyogainstitutesandgymnasiums03082020.pdf>)
- v. In the kitchen, the staff should follow physical distancing norms at workplace.

**8. Precautions to be followed in case of a suspect case in the premises**

- i. Place the ill person in a room or area where they are isolated from others.
- ii. Provide a mask/face cover till such time he/she is examined by a doctor.
- iii. Immediately inform the nearest medical facility (hospital/clinic) or call the state or district helpline.
- iv. A risk assessment will be undertaken by the designated public health authority (district Rapid Response Team /treating physician) and accordingly further action be initiated regarding management of case, his/her contacts and need for disinfection.
- v. Disinfection of the premises to be taken up if the person is found positive.