



Nirwana Residents Welfare Association

Nirwana Country, Sector 50, Gurgaon – 122018

(Registration No. HR/018/2013/00926, Society Act 2012)

Contact No 0124-4295885 E-mail: office.nrwa@gmail.com

Ref. No: Circular-1/2020

Date: 11-Sep-20

Guidelines & Protocols for Protecting against the spread of Covid19

For Covid Positive Homes

A. For affected family including live in help

	Tasks	Responsibility
1	Inform NRWA Office about individual who has tested positive immediately/ within 8 hrs	Family
2	Quarantine for 10 days from symptom onset and no fever for 3 days. The patient may isolate at home and self-monitor their health for 7 more days.	Family and NRWA to confirm end date for quarantine
3	Testing of symptomatic members of family and live in domestic help, if advised by Health Department	Family to complete and confirm status to NRWA Office
4	Notice sent to all residents on GG and to Block WA Admin with names of part time help	NRWA Office--- within 24 hours of receipt of information (whether from affected family or Health Department)
5	Information to DMO 9911519296	NRWA Office
6	Villa entrance barricaded by NRWA with for 10 days	NRWA Office-- immediately upon receipt of information (whether from affected family or Health Department)
7	Sanitisation of the outer area (in the vicinity of affected home)	NRWA Office --- immediately upon receipt of information (whether from affected family or Health Department)
8	MCG informed - --Household waste collection as per MCG protocol, through MCG designated agency	NRWA Office --- within 24 hours of receipt of information (whether from affected family or Health Department)



Nirvana Residents Welfare Association

Nirvana Country, Sector 50, Gurgaon – 122018

(Registration No. HR/018/2013/00926, Society Act 2012)

Contact No 0124-4295885 E-mail: office.nrwa@gmail.com

9	Support & Monitoring - call family for update on health and support required etc; Assistance for Dog walking	NRWA Office
---	--------------------------------------------------------------------------------------------------------------	-------------

B. Instructions for Part time Help including maids, drivers, gardeners and car cleaners

	Tasks	Responsibility
1	Instructed not to report to work for 10 days	NRWA Office; Security to Check at gates
2	Return to work when NRWA Office gives All Clear	NRWA Office & Family

C. Groceries & Deliveries

		Responsibility
1	Doorstep delivery — delivery person to be escorted by security guard — contactless delivery to be made to asymptomatic member of family at the barricade	NRWA Office; Security to Check at gates

For All - Residents/ Delivery/ Domestic Help

	Mandatory Responsibility- All; Security to check & report non compliance
1	Mask - at all times outside residence and when interacting with persons at the door
2	Maintain 6 feet physical while walking/walking the dog etc in Nirvana public spaces ----- avoid congregation
3	Minimise visitors
4	Plan order- ins to minimise entry into Nirvana
5	Wash hands and use sanitisers regularly, especially when visiting the market and other public places.



Nirvana Residents Welfare Association

Nirvana Country, Sector 50, Gurgaon – 122018

(Registration No. HR/018/2013/00926, Society Act 2012)

Contact No 0124-4295885 E-mail: office.nrwa@gmail.com

6.	Construction workers to remain confined to construction site
----	--------------------------------------------------------------

At the Gates

	Mandatory	Responsibility
1	Mask	Security/ NRWA Office
2	Distancing - queuing by gate	Security/ NRWA Office
3	Sanitiser/Hand wash	Security/ NRWA Office
4	Temperature Check- <i>if above threshold, note name & send back; inform NRWA Office and send notice to other residents where s/he works about their status</i>	Security/ NRWA Office