

GOVT OF NCT OF DELHI  
DIRECTORATE GENERAL OF HEALTH SERVICES  
PUBLIC HEALTH WING IV  
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F.No. 42/DGHS/PH-IV/nCoV-2019/2020/M/1555-1615 Dated: 09.03.2020

MINUTES OF MEETING

Second meeting of State Task Force (STF) was held under the Chairmanship of - Hon'ble Chief Minister, GNCTD, on 8<sup>th</sup> March 2020 at 11:30 AM to review the current situation for the containment of COVID-19 in Delhi.

List of participants is annexed.

Various issues pertaining to control of COVID-19 in Delhi were discussed in detail.

Secretary (Health), GNCTD submitted a detailed status report as per following details

- As on today 31 cases of COVID-19 have been reported from all over India with three of these cases from Delhi.
- Delhi is following a scenario-based approach as per National Guidelines, for the following possible scenarios:
  - Travel related case reported in Delhi (3 cases)
  - Local transmission of COVID-19
- Following activities to increase Public awareness have been undertaken
  - A Full page colour advertisement in leading newspapers in Hindi, English and other vernacular languages has been published on 4.3.2020
  - Radio spot for creating awareness among general public is being aired on 09 Radio stations with the frequency of 60 spots per day
  - TV broadcast on major channels
- Follow up actions taken up by other departments as per decisions in the first meeting of State Task Force were informed
  - Advisory issued to all schools, colleges
  - Primary schools shut till 31/3/2020
  - Display of Do's and Don'ts at notice boards
  - Bio metric attendance stopped in all government offices till further orders
  - Advisory issued by Ministry of tourism, circulated to hotels
  - Resident Welfare Associations are being sensitised



- IEC material displayed by agencies in their respective areas, pamphlets distributed at Anganwadi centres
  - Municipal Health Officers of Delhi Municipal Corporations are maintaining surveillance on hotels
  - District Project Officers of Delhi Disaster Management Authority involved in surveillance
  - DIP is doing mass awareness through radio jingles and TV broadcast.
- Following measures have been taken to enhance Surveillance activities:-
- All passengers are being screened through thermal scanner at Airport and symptomatic cases are being referred to APHO/RML for further management.
  - 40 doctors and paramedical staff from Delhi Govt. have been deputed at APHO for screening of passengers
  - Till date, 1,40,603 passengers have been screened at Delhi Airport and placed under surveillance.
  - MHO of 03 DMCs and MOH-NDMC are involved to screen hotels/guest houses for tourist coming from COVID-19 affected countries. Daily report is being shared with District Surveillance Officers. Advisory from Ministry of Tourism circulated to them for compliance.
- Health advisories issued by the department of Health and Family welfare in view of present COVID-19 outbreak.
- 168 beds in 25 hospitals (Govt. and Pvt.) have been designated and strengthened with necessary logistics (Isolation Ward, Isolation Beds, PPE kit and N95 masks). Additional 300 beds have also been designated for isolation of patients/contacts in two hospitals.
- Dr. Nutan Mundeja, link officer to DGHS informed that Coronavirus (COVID-19) spreads from an infected person to other through droplets infection by coughing and sneezing. These droplets can travel up to 1.25 metres and thus a distance up to 1.25 metres should be maintained from an infected person. It can also spread by close personal contacts such as touching and shaking hands & sharing objects with the infected person. The droplets which fall on the surfaces can be a source of infection when the object or surface is touched by a healthy individual who then touches his eyes, nose and mouth. Washing hands for 20 seconds with soap and water ensures decontamination of the hands. It is advised that the infected person should

*legi*



cover his nose and mouth with disposable tissue or flexed elbows while sneezing. The virus can be removed from the contaminated surface by cleaning with soap and water or 1% sodium hypochlorite solution. It was advised that asymptomatic individuals with history of contact with the case should home quarantine themselves for at least 14 days.

- Director NCDC informed that wearing a mask gives a false sense of safety to a healthy individual and is not advised. Triple layer surgical mask may be used by symptomatic patient when moving out of their house. It was also informed that N- 95 mask is to be used only by Microbiologist in the laboratory. Triple layer surgical masks are to be used by other health care providers.
- Chief Secretary stated that adequate number of teams should be constituted by the District Task Force of each district for taking mass awareness and sensitization programmes in all the vulnerable areas of the districts viz markets, JJ clusters, public places and unauthorized colonies etc. He also requested Transport Department, Metro Rail Corporation and railways to undertake similar mass awareness sensitization programmes in ISBTs, Metro Stations and Railway Stations etc. under the overall supervision of the District Task Force. It was also emphasized that they should also ensure that their premises/control area including buses metro trains, railway trains etc are disinfected and cleaned on a daily basis as per the laid down protocol.
- Hon'ble Health Minister stated that sensitization and awareness programmes should be conducted on a very large scale in whole of Delhi and people should be made aware of Do's and Don'ts and everyone should be requested to follow them. He also directed Secretary (Health) and DGHS to ensure that sampling along with the check up facilities are made available as per laid down protocol in all the twenty five designated hospitals.
- Hon'ble Chief Minister stated that all the Departments, agencies and organizations should work together in a perfect team spirit to ensure that adequate and necessary steps are taken for containing and managing this infectious disease.

He also emphasized that we should stay away from the rumours and there is no need to panic. He directed the Health Department and the District Task Forces to undertake mass awareness and sensitization programmes at all levels so as to ensure containment of this infectious disease.

*Lejay*



## **FOLLOWING DECISIONS WERE TAKEN IN THE MEETING**

1. Since the use of mask is only for patients and health care workers, it was decided that a wide publicity of mode of spread and technical guidelines for use of mask may be disseminated through various modes of communication

**(Action: Directorate of Information and Publicity/All District Commissioners)**

2. State Government would request the Union Government to discourage unnecessary travel to other countries till situation normalises.

**(Action: Department of Health and Family Welfare)**

3. All the contacts of cases or the passengers who are advised to be in home quarantine will be given paid leaves by their respective employers. Alternate arrangements for ensuring quarantine as per guidelines may be explored by department.

**(Action: Department of Health and Family Welfare/PH IV)**

4. A dedicated corner for patients having sign and symptoms of Flu may be explored to be set up in a temporary waterproof tent by DUSIB in each Delhi Government hospital. All cases of respiratory tract infections may be triaged by the hospitals. Flu cases will be managed in these corners to prevent the spread of the disease.

**(Action: Medical Superintendent, all Delhi Government Hospitals)**

5. All the 25 hospitals designated for COVID-19 be authorized to initiate collection of samples of COVID-19. Microbiologists of all these designated hospitals will be trained by National Centre for Disease Control for sample collection, packaging, transportation etc. All procurements related to the containment of COVID-19 may be done by the respective hospitals.

**(Action: Designated hospitals for COVID-19 and State Microbiologist)**

6. Any person having travelled to a country or area from where COVID-19 is being reported, has to self report to the State helpline/district helpline numbers about his travel history. In case he becomes symptomatic, he should report so to the helpline. The helpline will inform the concerned District Surveillance officer so that necessary actions for sample collection may be initiated by the Health Department. To make the people who have travelled to the affected countries aware about the Do's and Don'ts pertaining to them, an advertisement may be issued.

**(Action: Director General of Health Services / All District Commissioners)**

*Devi*



7. To increase the number of Health Institutions providing testing facility for COVID-19 all the hospitals having Bio Safety Level 2 labs with facility for Real Time Polymerase Chain Reaction may be prepared for the same. The microbiologist from these hospitals may be sent to NCDC/ AIIMS for training.

**(Action: National Centre for Disease Control/AIIMS)**

8. Any tourists from affected countries should not be denied check in to the hotels by Hotel authorities. All the asymptomatic tourists may be requested for self isolation at hotel. And if Symptomatic may request for a test through District Surveillance officer.

**(Action: Tourism department/ Municipal Corporation of Delhi / District Surveillance Officer)**

9. Intensive public awareness campaign should continue to disseminate the modality of spread and prevention from infection. It was reiterated that District Magistrate may utilise the funds available under National Health Mission for the same.

**(Action: Mission Director, Delhi State Health Mission)**

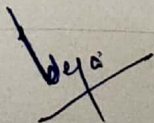
10. All Metro Stations, Metro Coaches, Railway Stations ,Railway Coaches, buses and other modes of public transport must be washed and disinfected on a daily basis

**(Action: Delhi Metro Rail Corporation/ Concerned agencies)**

11. Under cluster containment strategy every District must ensure constitution of at least 50 surveillance teams of ASHA/ Anganwadi worker/ ANM at field level to carry out house to house survey in the designated containment zone. These teams shall make house to house visit to line list the members having symptoms. A performa for these teams has already been finalised by Public Health-IV. The containment zone may be finalised by the District Task Force. It was agreed that the boundaries of the colony separated from the other localities by main roads may be identified as the administrative boundary for the containment around index positive case taken as epicentre.

**(Action: District Surveillance Officer / District Commissioners)**

12. During active surveillance the hotels and guest houses shall be visited by the concerned authority of concerned Local body (District Health Officer/ Chief Health Administrative Medical Officer) and keep details of travelers with their date of arrival and health condition. In case they develop symptoms,





concerned District Surveillance officer may immediately be informed so that necessary actions for sample collection may be initiated by the Health Department.

**(Action: All Local Bodies)**

13. As per the National Guidelines, all persons with history of travel to the countries affected by COVID-19 may be contacted twice a day to ensure that they are asymptomatic.

**(Action: District Task Force)**

14. The Chief Secretary stated that awareness drives at congested areas like ISBTs, Railway Stations, Metro station, JJ Clusters, Unauthorised colonies is to be undertaken and District Task Force should actively monitor it.

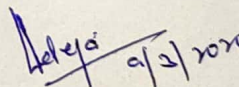
**(Action: Concerned agencies)**

15. As on date, 27 hospitals have been identified as the designated centres for isolation of COVID-19 cases. Procurement of all logistics like Beds, PPE kits, Masks, hand sanitizers etc may be done by respective hospitals.

**(Action: Medical Superintendent of 27 Hospitals)**

Meeting ended with vote of thanks to chair

This issues with the approval of Hon'ble Minister (Health)

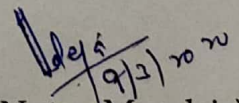
  
(Dr. Nutan Mundeja)  
Link Officer to DGHS  
Date: 09.03.2020

**Copy to:**

1. Hon'ble Chief Minister, GNCTD
2. Hon'ble Health Minister, GNCTD
3. Commissioner of Police
4. The Chief Secretary
5. Addl. Chief Secretary (Home), Govt. of NCT of Delhi
6. Addl. Chief Secretary (Transport), Govt. of NCT of Delhi
7. Chairperson, NDMC
8. Divisional Commissioner (HQ), GNCTD
9. Pr. Secretary (Env. & Forests)
10. Secretary, Education, GNCTD
11. Secretary, Finance, GNCTD

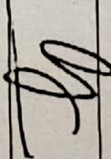

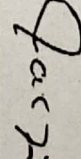
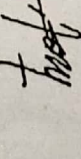

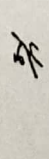
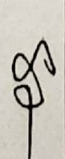
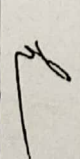
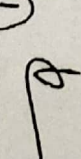

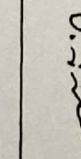


12. Secretary, Women and Child Development, GNCTD
13. Secretary, Tourism
14. Commissioner, EDMC
15. Commissioner, SDMC
16. Commissioner, NDMC
17. Secretary, NDMC
18. CEO, DUSIB
19. CEO, Delhi Cantonment Board
20. Joint commissioner of Police (Licensing Authority)
21. Regional DRM, Northern Railway
22. DCs of all 11 district
23. DDMA (Disaster Management)
24. AD Disaster Cell, DGHS
25. WHO representative
26. UNICEF representative
27. IMA representative
28. Airport Authority of India representative, Delhi Airport
29. APHO ( Airport Health Officer)
30. General Manager, DMRC
31. Airport Authority of Indian, Delhi
32. Director, ESI
33. Director, CGHS
34. Director , NCDC
35. General Manager Northern Railways
36. Dean, MAMC (Coordinator for all Medical College)
37. NPO IDSP, NCDC
38. Director EMR(Emergency Medical Relief)
39. Director, Directorate of Information and Publicity (DIP)
40. Medical Director/MS, RMLH, SJH, AIIMS, LNH, BSA, GTBH, DDUH
41. Nodal officer, PH-IV
42. PS to Special Secretary (H&FW), GNCTD
43. PS to Secretary Health, (H&FW), GNCTD
44. PS to Mission Director, GNCTD
45. PS to DGHS, GNCTD
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(Dr. Nutan Mundeja)  
Link Officer to DGHS  
Date: 09.03.2020

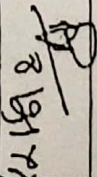
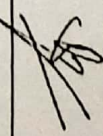

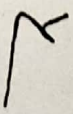






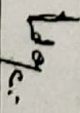


Attendance sheet for State Task Force on COVID-19 Dated 08.03.2020

S.No.	Name	Designation & Organization	E-Mail ID	Contact No.	Signature
1.	Arif Meera Ali	Deputy Commissioner Devi. Police	arupr.lic@nic.in	8250870086.	
2.	Randhu Jaiy	Asst Comm SDMC		8588883011	
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5.	Dr. Susheel Kumar	Deon. Name and	pushtikumar1958@gmail.com	9968604329	
6	DR. KISHORE SINGH	Medical Director Noida Noida Hospital	lathnas.office@gmail.com	9968604364	
7.	Shaurvin Arun	Director DIP	sauravikumar@gmail.com	9871908459	
8	S.S. Panikar	Secy to Minister Health		9968665222	
9.	Vikas Kumar	CEO, DUSIB (Secy to Minister)		9810237309	
10	Rajeev Verma	Secy (T-1) & Revenue			
11.	Dr. Vinay Kumar	Deon. Nodal DMU	lathnas.office@gmail.com	9717630500	

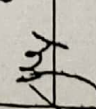
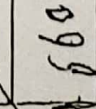



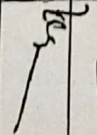

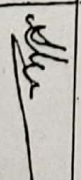
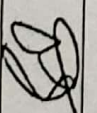


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S.No.	Name	Designation & Organization	E-Mail ID	Contact No.	Signature
12	Dr. Ashu Kaur	Retired (Hd) + CHD (H) Nigdy	corona.m.123@gmail.com	9717630514	
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17	Ankit Singla	Secy (NDME)	secretary@ndme.gov.in	9971167013	
18	Pharmendra	Chairperson NDMC	chairperson@ndmc.gov.in	9811848505	
19	Ravi Sharma	ACS (Tpt)			
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21	Dr Shu Singh	DD (M-V)			
22	Dr Nuten Mundra	L.O. to DCHS	drnuten@nic.in	9999888149	

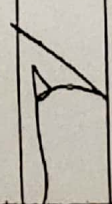

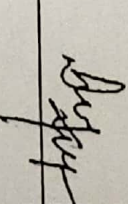
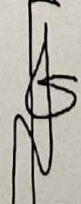
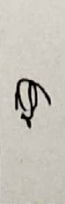
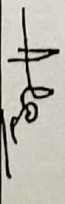
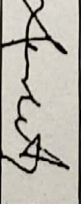
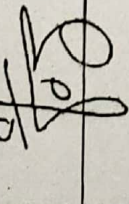
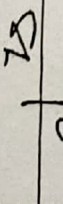
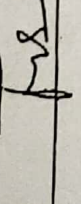


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S.No.	Name	Designation & Organization	E-Mail ID	Contact No.	Signature
1	Dr. LR Meena	Addl MHO SDMC	addlmeena@gmail.com	996623767	
2	Dr. BK Hazarika	MHO, SDMC	mbkdcme18@gmail.com	9411544099	
3	Dr. DIVESH NEGI	CHS JA. MGN.	bindme@gmail.com	9958886766	
4	Dr. MEENAKSH MITAL	Nodal officer Narm. MGS	meenakshmital145@gmail.com	9818785892	
5	Dr. S. S. Gargi	ADG M.S.	dr.gargi10@gmail.com	9873395716	
6	Dr. RAMESH	MCH NDMC	meenandme.gov.in	7289021000	
7	K. K. Dahiya	SP. Com T/T	kkdahiya@gmail.com	9888015084	
8	Dr. Priya Chaudhary	Specialist consultant ESI Hospital Onda	dr.priya.chaudhary@outlook.com	9639745423	
9	Dr. Sheena	SMO-MHO	smodevi@npsundar.org	9821770041	
10	Dr. Basser	SMO-MHO Delhi	smodevi@npsundar.org		
11	David Lalwansingh	Jt. CP/HQ Delhi Police			













Attendance sheet for State Task Force on COVID-19 Dated 08.03.2020

S.No.	Name	Designation & Organization	E-Mail ID	Contact No.	Signature
12	S K MAHAJAN	CE DUSIB	ce2.dusib@gmail.co	9717449247	
13	DR VISHESH	W. HQ. Regional Team Leader	Vikram@rdo.int	9771417042	
14	Dr. Vijaya D	EMO - WJVS	sanadellai@nswindia.org	928666153	
15	Dr. Mahesh dya	SW - LMS	smadellai2@nswindia.org	985355281	
16	a. Raktva	CTTH	msgtb@nic.in	944989460	
17	De An melle	MD DDVH	medan@yaho.in	9718530182	
18	Vivek Agarwal	ADMT Kodakara	acsb@nswindia.org	8822912467	
<del>19</del>	<del>Shahid A Khan</del>	<del>State Microbio logist, DCHS</del>	<del>shahid@nswindia.org</del>	<del>8860935188</del>	<del></del>
20	Somali	IGM Dellu Mcho	sonkafdel@nswindia.org	9810500531	
21	DR. Slipin Anand	AP (Pdmolagry) BSAMCH Delhi	slipin-anand-1911@yaho.co.in	7838703907	



# ATTENDANCE SHEET

Sub: Review Meeting of STATE TASK FORCE on COVID-2019 by Hon'ble CM  
 DATE : 08/03/2020 TIME : 11.30 AM  
 PLACE : Conference Hall No.2, 2nd Level, Delhi Secretariat

S.No.	Name	Designation	Mobile No.	Sign & E-Mail ID
1.	Harsen Kaur	DM <sup>1</sup> (South East)	9650188246	
2.	Neha Bansal	DM, West	9476002916	
3.	Ranveer Singh	DM, South West	988911294	
4.	Dr. B.M. Mishra	DM, South	9999926659	
5.	A.R. Mishra	DM (O&A)	971777144	
6.	Dr. Rajendra Mishra	CMO & O, Muzo SDMC	9871990312	
7.	Nidhi Srivastava	DM Central		
8.	Elkur Akhya	DM	9203259196	
9.	D. KARTHIKEYAN	ADM (UD)	8800911449	
10.	Dr. Pravin. H. Khobragade	Medical Superintendent	9650261894	
11.				
12.				