

**GOVERNMENT OF NAGALAND
HOME DEPARTMENT
NAGALAND STATE DISASTER MANAGEMENT AUTHORITY
NAGALAND::KOHIMA**

NO.NSDMA-ER-COVID19/301/2020 (Part-II) / 5573

Kohima, dated, the 19th August 2021

NOTIFICATION

Sub: Standard Operating Procedure (SOP) on the preventive measures to contain the spread of COVID-19 in Gymnasiums.

In pursuance to this office order of even number dated 18/08/2021, the Gymnasiums are permitted to open up to 50% of the capacity, outside the containment zones, with immediate effect, subject to adherence to the provisions of the following Standard Operating Procedure (SOP) on the preventive measures to contain the spread of COVID-19:

1. Requirement of vaccination/testing for COVID-19

- a) All the persons managing the Gymnasiums, and the users should be asymptomatic.
- b) Every person managing the Gymnasium, and every user, who is 18 years of age and above, should be fully vaccinated (taken both the doses) against COVID-19, or should have taken the 1st(first) dose of vaccine against COVID-19, and at least 15 (fifteen) days should have passed since taking the 1st(first dose).
- c) If the above vaccination criteria is not fulfilled, by any person managing the Gymnasium, or by any user, such person or the user, as the case may be, should carry a COVID-19 negative test report, done through either RT-PCR/TrueNat/CBNAAT, with the swab given for the testing not earlier than 15(fifteen) days.

2. Generic preventive measures

All the gymnasiums in containment zones shall remain closed for public. Only those outside containment zones will be allowed to open up.

Persons above 65 years of age, persons with co-morbidities, pregnant women and children below the age of 10 years are advised to take necessary precautions in terms of maintaining physical distancing, wearing mask properly etc. Organizations managing the gymnasiums shall advise all members, visitors & staff accordingly.

The generic preventive measures include simple public health measures that are to be followed to reduce the risk of COVID-19. These measures need to be observed by all (members, visitors & staff) in these places at all times. These include:

- i. Individuals must maintain a minimum distance of 6 feet (2 gaj ki doori) as far as feasible.
- ii. Use of face covers/masks at all times. They must be worn properly to cover nose and mouth. Touching the front portion of mask/face covers to be avoided. However, during exercising in



- gymnasiums, as far as possible, only a visor may be used. Use of mask (in particular N-95 masks) during exercise may cause difficulty in breathing.
- 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 practiced 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 reporting any illness at the earliest to State and District helpline.
 - vi. Spitting should be strictly prohibited.
 - vii. Installation & use of Aarogya Setu App shall be advised to all.

3. Specific measures to be followed include-

a. Before opening the gymnasiums

Processes & premises redesigning including proper placement of equipments

- i. Plan gymnasiums floor area based on 4m² per person.
- ii. Place equipments, including cardio and strength machines, 6 feet apart, wherever feasible, by moving equipment to facilitate physical distancing.
- iii. Where available, utilize any outdoor space by relocating equipment outside.
- iv. Create specific pathways for entering and exiting exercise areas within closed spaces using floor or wall markings.
- v. Ensure queue management, inside and outside the premises, with specific markings on the floor with a gap of 6 feet.
- vi. Promote card based/contactless payment.
- vii. For air-conditioning/ventilation, the guidelines of CPWD shall be followed which mentions 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.
- viii. Limit the number of staff and members within the general gymnasium floor, specific workout areas and change rooms by:
 - a) Restricting the number of members allowed in specified areas.
 - b) Implementing 'fitness sessions' for particular exercise areas with requirements for members to register (ideally online) for specific sessions.
- ix. Lockers will remain in use, as long as physical distancing is maintained.
- x. Ensure dustbins and trash cans are covered at all times.

Disinfection

All areas within the premises shall be disinfected using clinically approved disinfectants. The areas to be disinfected include but are not limited to –

- i. Entrances to premise, building, rooms.
- ii. All open areas used by staff and visitors.
- iii. Washrooms and toilets.

- iv. Shoe baths (Members will be encouraged to carry separate workout shoes).
- v. All other frequently touched surfaces (doorknobs, handles etc).
- vi. Equipment in gymnasiums.

Planning and Scheduling of Activities

- i. Calculate the maximum capacity per session based on redesigned spaces. Accordingly schedule the session and inform the members.
- ii. Group fitness rooms and classes
 - a) Staggering class session times and allowing minimum of 15-30 minutes between classes to avoid overlap between members arriving and leaving.
 - b) Offering group fitness classes online, wherever possible.
 - c) Restricting the number of persons allowed per group fitness class based on the size of the room and the nature of the fitness activity.
- iii. Personal training in gymnasiums
 - a) Ensure 6 feet distance between personal trainer and clients during personal training sessions, wherever feasible.
 - b) Ensure sessions are tailored to include only exercises that do not require physical contact between the trainer and the clients including setup and use of equipment.
 - c) Limit the number of clients per session and ensure adequate spacing amongst all clients.
 - d) Utilize outdoor spaces at the gymnasiums where available.
- iv. For Employees:
 - a) Shifts and attendance to be planned to ensure physical distancing.
 - b) Staff residing in the containment zone shall not attend the facility till containment zone is de-notified.
 - c) Housekeeping staff to be informed and trained about norms for waste management and disposal.
 - d) All employees who are at higher risk i.e. older employees, pregnant employees and 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 clients.

Availability and Management of Supplies

- i. Appropriate personal protection gears like face covers/masks, visors, hand sanitizers etc. shall be made available by management to the members, visitors and staff.
- ii. Provide an adequate supply of disinfectant wipes or disinfecting solutions and disposable paper towels for members/staff to wipe exercise equipment clean before and after use.
- iii. Ensure availability of pulse oximeters to record oxygen saturation of members prior to the exercise.

b. After opening the gymnasiums

At the entry point

- i. Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions.
- ii. Only asymptomatic persons (including staff) be allowed in the premises.
- iii. All persons to be allowed entry only if using face cover/masks.

- iv. All members, visitors and staff may consider using Aarogya Setu application for risk identification at all times inside the gymnasiums.
- v. Posters/standees on preventive measures about COVID-19 to be displayed prominently. Audio and Video clips to spread awareness on preventive measures for COVID-19 may be regularly played.
- vi. Ensure minimum distance of 6 feet at all times in queues.
- vii. Proper crowd management in the parking lots, in corridors and in elevators – duly following physical distancing norms shall be organized by the management/ any out-sourced agencies.
- viii. Staggering of members/ visitors to be done, with separate timing slots, to allow for adequate physical distancing and disinfection of premises and equipment.
- ix. Details of check-in and checkout times of members and visitors must be recorded (name, address and phone number)

Prior to exercising in the gymnasiums using equipment for cardio, strength training etc.

- i. Ensure that the equipment has been disinfected, particularly the frequently touched surfaces before each use.
- ii. Sanitize middle finger with alcohol swab and check oxygen saturation using pulse oximeter. Those having oxygen saturation below 95% should not be allowed to exercise. Call Central / State helpline / ambulance and refer such persons to the nearest health facility.
- iii. Remove mask and **wear visor as far as feasible** while exercising.
- iv. Hand sanitizer stations must be provided near each gymnasium equipment.
- v. Ensure that members sanitize their hands before using gymnasium equipment.

After exercise and in common areas

- i. Ensure proper disposal of face covers/ masks/ used towels in covered bins.
- ii. The shower areas/washrooms should be sanitized before and after use.
- iii. Cafeteria facility, if any within the premises, shall follow physical distancing norms at all times.
- iv. Cleaning and disinfection of gymnasium equipment, particularly frequently touched surfaces (handrails, benches, fixtures, etc.) shall be done after each exercise session before it is used by the next member.
- v. The floor cleaning shall be taken up between exercise sessions.

At the time of closure

- i. Shower rooms and lockers/changing areas need to be properly sanitized.
- ii. Deep cleaning of all washrooms shall be ensured.
- iii. Before closure, the entire premises will be disinfected.

4. Additional 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.
5. Any violation of the above provisions of the SOP will attract action as per legal provisions against the management of the Gymnasiums, or the user, as the case may be.


(ABHIJIT SINHA) IAS
Principal Secretary, Home

To

All the Deputy Commissioners & Chairmen District Task Force on COVID-19 for information and necessary action.

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Kohima, dated, the 19th August 2021

Copy to:

1. The Commissioner & Secretary to Governor, Nagaland for kind information.
2. The Principal Secretary to Chief Minister, Nagaland for kind information.
3. The Sr. PS to Deputy Chief Minister, Nagaland for kind information.
4. The PS to Advisor, Youth Resources and Sports for kind information.
5. The Director General of Police for kind information.
6. The Commissioner, Nagaland for kind information.
7. All AHoDs for kind information.
8. The Secretary, Youth Resources and Sports for kind information
9. The Commissioner of Police, Dimapur and SPs of all Districts for information.
10. All HODs for information.
11. The Director, Youth Resources and Sports for information.
12. The Director, IPR for wide publicity.


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