



ଓଡ଼ିଶା ସରକାର
ରାଜସ୍ୱ ଓ ବିପର୍ଯ୍ୟୟ ପରିଚାଳନା ବିଭାଗ
(ବିପର୍ଯ୍ୟୟ ପରିଚାଳନା)
GOVERNMENT OF ODISHA
REVENUE & DISASTER MANAGEMENT DEPARTMENT
(DISASTER MANAGEMENT)

By Fax/e-mail/Post

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No. 2214 /R&DM(DM) Date: **17-04-2020**
RDM-RLF-MISC-0034-2020

ORDER

WHEREAS, with a view to ensuring strict social distancing and isolation to contain the spread of COVID-19 pandemic, the Government of Odisha in Revenue & Disaster Management (Disaster Management) Department, vide Orders No.2135/R&DM(DM) dated 9th April, 2020, has extended the lockdown in the entire State of Odisha until Midnight of 30th of April, 2020;

AND WHEREAS, in supersession of the previous stipulations/ instructions/ exceptions, the Government in Revenue & Disaster Management (Disaster Management) Department, vide Order No.2149/R&DM(DM) dated 13th April, 2020 has laid down revised stipulations/ instructions/ exceptions;

AND WHEREAS, in exercise of the powers conferred under section 10(2)(1) of the Disaster Management Act, 2005, the National Executive Committee has issued Orders No.40-3/2020-DM-I(A) dated 14 April, 2020 that the lockdown measures stipulated in the consolidated guidelines of Ministry of Home Affairs for containment of COVID-19 epidemic in the country will continue to remain in force up to 3rd May, 2020, to contain the spread of COVID-19 in the country;

AND WHEREAS, the National Executive Committee, in exercise of the powers conferred under section 10 (2) (1) of the Disaster Management Act, 2005, has issued

consolidated revised guidelines vide Orders No. 40-3/2020-DM-I(A) dt. 15.04.2020 and No.40-3/2020-DM-I(A) dt. 16.04.2020 to come into effect for strict implementation;

Now, therefore, the State Government, in supersession of all the earlier orders, do hereby **extend the lock down in the entire State of Odisha until midnight of 3rd May, 2020** and lay down the following consolidated revised stipulations:

1. With the extension of the lockdown period, the following activities will continue to remain prohibited until midnight of 3rd May, 2020:

- i. All domestic and international air travel of passengers, except for purposes enumerated in para 2 (ix), and for security purposes.
- ii. All passenger movement by trains, except for security purposes.
- iii. Buses for public transport.
- iv. Inter-district and inter-State movement of individuals except for medical reasons or for activities permitted under these guidelines.
- v. All educational, training, coaching institutions, etc.
- vi. All industrial and commercial activities other than those specifically permitted under these guidelines.
- vii. Hospitality services other than those specifically permitted under these guidelines.
- viii. Taxis (including auto rickshaws and cycle rickshaws) and services of cab aggregators (excluding cabs specially permitted for travel of patients and medical personnel to and from hospitals).
- ix. All cinema halls, malls, shopping complexes, gymnasiums, sports complexes, swimming pools, entertainment parks, theatres, bars and auditoriums, assembly halls and similar places.
- x. All social/ political/ sports/ entertainment/ academic/ cultural/ religious functions/ other gatherings.

- xi. All religious places/ places of worship shall be closed for public. Religious congregations are strictly prohibited.
- xii. In case of funerals, congregation of more than twenty persons will not be permitted.

The following activities are allowed with effect from 20th April, 2020, subject to standard operating procedure for social distancing, issued by Government:

2. All health services (including AYUSH) such as:

- i. Hospitals, nursing homes, clinics, telemedicine facilities.
- ii. Dispensaries, chemists, pharmacies, all kinds of medicine shops including Jan Aushadhi Kendras and medical equipment shops.
- iii. Medical laboratories and collection centres.
- iv. Pharmaceutical and medical research labs, institutions carrying out COVID-19 related research.
- v. Veterinary Hospitals, dispensaries, clinics, pathology labs, sale and supply of vaccine and medicine.
- vi. Authorised private establishments, which support the provisioning of essential services, or efforts for containment of COVID-19, including home care providers, diagnostics, supply chain firms serving hospitals.
- vii. Manufacturing units of drugs, pharmaceuticals, medical devices, medical oxygen, their packaging material, raw material and intermediates.
- viii. Construction of medical/ health infrastructure including manufacture of ambulances.
- ix. Movement (inter and intra State, including by air) of all medical and veterinary personnel, scientists, nurses, para-medical staff, lab technicians, mid-wives and other hospital support services, including ambulances.

3. Financial Sector: following to remain functional:

- i. Reserve Bank of India (RBI) and RBI regulated financial markets and entities like NPCI, CCIL, payment system operators and standalone primary dealers.
- ii. Bank branches and ATMs, IT vendors for banking operations, Banking Correspondents (BCs), ATM operation and cash management agencies.
 - a. Bank branches be allowed to work as per normal working hours till disbursement of DBT cash transfers is complete.
 - b. Local administration to provide adequate security personnel at bank branches and BCs to maintain social distancing, law and order and staggering of account holders.
- iii. SEBI, and capital and debt market services as notified by the Securities and Exchange Board of India (SEBI).
- iv. IRDAI and Insurance companies.
- v. Non-Banking Financial Institutions (NBFCs) including Housing Finance Company (HFCs) and Micro Finance Institutions (NBFC-MFIs) with bare minimum staff.
- vi. Co-operative Credit Societies.

4. Public utilities:

- i. Operations of Oil and Gas sector, including refining, transportation, distribution, storage and retail of products, e.g., petrol, diesel, kerosene, CNG, LPG, PNG etc.
- ii. Generation, transmission and distribution of power at State level.
- iii. Postal services, including post offices.
- iv. Operations of utilities in water, sanitation and waste management sectors, at municipal/ local body levels in State.
- v. Operation of utilities providing telecommunications and internet services.

5. Commercial and private establishments, as listed below:

- i. Shops, including ration shops (under PDS), dealing with food, groceries, fruits and vegetables, dairy and milk booths, meat and fish, animal feed & fodder, seeds, fertilizers and pesticides including their transportation, warehousing and related activities. However, district authorities may encourage and facilitate home delivery to minimize the movement of individuals outside their homes.

Explanation: Food and grocery shall mean all items of food and grocery that are usually consumed by people on day to day basis and include, among others, hygiene products such as hand washes, soaps, disinfectants, body wash, shampoos, surface cleaners, detergents, tissue papers, toothpaste, oral care, sanitary pads, diapers, charger and battery cells, etc.

- ii. Take away and home delivery restaurants including dhabas.
- iii. Home delivery by operators/ online delivery services & courier services such as Amazon, Flipkart, Blue Dart, DTDC, Big Basket, Grofers, Urban Clap, Zomato, Myntra, Swiggy, KFC, Pizza Hut, Dominos, Uber Eats, etc.
- iv. Home Delivery of all goods through E-commerce/ online platforms.
- v. Retailers of food & grocery items such as Big Bazaar, Reliance Fresh, OMFED, OPOLFED, Chilika Fresh, Spencers, etc. They are also allowed to provide home delivery services.
- vi. Banks, insurance offices, and ATMs including IT Vendors for banking operation; Banking Correspondent, ATM operation and cash management agencies. However, in the urban areas of districts of Odisha classified as High Risk (Khorda, Bhadrak, Sundargarh, Kendrapara, Cuttack, Puri, Jajpur, Kalahandi and Dhenkanal) by National Disaster Management Authority, all these offices shall function with up to 50% staff strength
- vii. Print and electronic media including broadcasting
- viii. IT and IT enabled Services, with up to 50% strength.
- ix. Data and call centres
- x. Telecommunications, internet services, broadcasting and cable services/ DTH and Optical Fibre
- xi. Petrol pumps, LPG, Petroleum and gas retail and storage outlets.
- xii. Power generation, transmission and distribution units and services.
- xiii. Capital and debt market services as notified by the Securities and Exchange Board of India (SEBI)*
- xiv. Government approved Common Service Centres (CSCs) at Gram Panchayat level.

- xv. Cold storage and warehousing services, including at ports, airports, railway stations, container Depots, individual units and other links in the logistics chain.
- xvi. Private security services and facilities management services for maintenance and upkeep of office and residential complexes.
- xvii. Hotels, home stays, Lodges and motels, which are accommodating tourists and persons stranded due to lockdown, medical and emergency staff, air and sea crew.
- xviii. Establishments used/ earmarked for quarantine facilities.
- xix. Services provided by self-employed persons, e.g.. Electrician, IT repairs, plumbers, motor mechanics, and carpenters.
- xx. Shops that repair and service electrical and electronic appliances including fans, air coolers, water purifiers, air conditioners, mobile phones, computers, accessories, etc.
- xxi. Shops dealing in construction equipment and supplies such as cement, iron rods, chips etc.

6. Movement, loading/ unloading of goods/ cargo (inter and intra State) is allowed, as under:

- i. All goods traffic will be allowed to ply.
- ii. All goods carriers, whether loaded or unloaded.
- iii. Fire, law and order and emergency services.
- iv. Operations of Railways: Transportation of goods and parcel trains.
- v. Operations of Airports and related facilities for air transport for cargo movement, relief and evacuation.
- vi. Operations of Ports and Inland Container Depots (ICDs) for cargo transport, including authorized custom clearing and forwarding agents.
- vii. Operations of Land Ports for cross land border transportation of essential goods, including petroleum products and LPG, food products, medical supplies.
- viii. Movement of all trucks and other goods/ carrier vehicles with two drivers and one helper subject to the driver carrying a valid driving license: an empty truck/ vehicle will be allowed to ply after the delivery of goods, or for pick up of goods.

- ix. Shops for truck repairs and dhabas on highways, with stipulated social distance as prescribed.
- x. Movement of staff and contractual labour for operations of railways, airports/ air carriers, seaports/ ships/ vessels, landports and ICDs is allowed on passes being issued by the local authority on the basis of authorizations issued by the respective designated authority of the railways, airports, seaports, landports and ICDs.
- xi. Transportation for all medical personnel, nurses, paramedical staff and other hospital support services
- xii. Transport to and from hospitals within the state. (In special cases, transportation to another state can be allowed with permission of DHS/ Collector/ CDMO / Principal/ Superintendent of Government Medical Colleges.)
- xiii. Private vehicles belonging to persons engaged in organisations / agencies permitted to operate. Such persons should carry appropriate authorization and ID documents.
- xiv. Transport aggregators like OLA / UBER as permitted by C&T (T) Department for transportation of medical personnel/ patients to and from hospitals

7. Social sector:

- i. Operation of homes for children/ disabled/ mentally challenged/ senior citizens/ destitutes/ women/ widows.
- ii. Observation homes, after care homes and places of safety for juveniles.
- iii. Disbursement of social security pensions, e.g., old age/ widow/ freedom fighter pensions; pension and provident fund services provided by Employees Provident Fund Organisation (EPFO).
- iv. Operation of Anganwadis — distribution of food items and nutrition once in 15 days at the doorsteps of beneficiaries, e.g., children, women and lactating mothers. Beneficiaries will not attend the Anganwadis.
- v. Production and marketing by Self Help Groups and activities of Mission Shakti (as decided by Collectors)

8. Agricultural and related activities:

A. All agricultural and horticultural activities to remain fully functional, such as:

- i. Farming operations by farmers and farm workers in fieldviz.:
 - a. Sowing, nursery preparation, land preparation, irrigation, planting, harvesting, threshing, processing and packing, etc.
 - b. All post harvesting activities.
 - c. Seed Growing, Distribution and Sale, including transport of raw seed.
 - d. Seed storage, certification, testing, processing, grading and packing in both Govt. and private sectors.
 - e. Allied industries dealing with packing material, seed treatment, chemical supplies, etc.
 - f. Movement of vehicles involving above activities.
 - g. Excavation of farm ponds and construction of water conservation structures
 - h. Crop cutting experiments / loss assessment for crop insurance.
 - i. Extension/ demonstration/ developmental and IEC activities in Agriculture and Horticulture sector by all Government Agencies
 - j. Any other activities incidental to agriculture/ horticulture/ floriculture
 - k. All activities relating to Kharif Crop Loans by Banks including Odisha State Co-operative Bank, District Cooperative Banks, PACS and LAMPCS
 - l. All activities relating to procurement of pulses and oil seeds by NAFED / MARKFED and agencies allowed by NAFED
- ii. Agencies engaged in procurement of agriculture products and MSP operations including private individuals and traders in vegetable & fruits (horticulture) supply chain & all vehicles carrying agriculture/ horticulture produce and/or products, cold storage, warehousing services and packaging units with their transportation.

- iii. 'Mandis' operated by the Agriculture Produce Market Committee (APMC), RMCs, PACS, LAMPCS, SHGs, Rural Haats or as notified by the State Government(e.g., satellite mandis),direct marketing operations by the State Government or by industry, directly from farmers/ group of farmers, FPOs' Co-operatives, etc. Decentralized marketing and procurement at village level.
- iv. Shops of agriculture machinery, its spare parts, storage houses and packaging units by wholesalers/ dealers/ retailers of fertilizers, pesticides, seeds and farm machinery (including its supply chain) and repairs to remain open.
- v. 'Custom Hiring Centres (CHC)'/ Agro Service Centres / Workshops/ Shops for repairing and spare parts related to farm machinery.
- vi. Manufacturing, distribution and retail of fertilizers, pesticides and seedsincluding shops dealing with fertilizers, pesticides and farm machinery/ equipment, their transportation, warehousing, testing laboratoriesfor seeds, soil, fertilizer and pesticides, etc. and related activities.
- vii. Movement (inter and intra State) of harvesting and sowing related machines like combined harvester, tractor, power tillers, pump sets, threshers, seed drill and other agriculture/ horticulture implements.
- viii. Collection, harvesting and processing of Minor Forest Produce (MFP)/ Non Timber Forest Produce (NTFP) by scheduled tribes and other forest dwellers in forest areas.

B. Fisheries:

- i. Operations of the fishing (marine and inland)/ aquaculture industry, including feeding(sea food quality testing laboratories) & maintenance, harvesting, processing including aqua laboratories, clinics, packaging, cold chainincluding ice factories, sale and marketing. Functioning of fishing harbours, fish landing centres, fish auction halls, fish net manufacturing factories, fish net mending sheds and fish drying yards
- ii. Hatcheries, feed plants, commercial aquaria.

- iii. Movement of fish/ shrimp and fish products, fish seed/ feed and workers for all these activities.

C. Plantations:

- i. Operations of tea, coffee and rubber plantations, with maximum of 50% workers.
- ii. Processing, packaging, sale and marketing of tea, coffee, rubber and cashew, with maximum of 50% workers.
- iii. Bamboo, Coconut, Arecanut, Cocoa, Spices plantation and their harvesting, processing, packaging, sale and marketing.
- iv. Pre-Plantation & Nursery Activities, Silvicultural operations, Creation and maintenance of water bodies, maintenance of plantations, Kendu leaf operation, Collection, procurement and marketing of NTFPs and MFPs with maximum of 50% workers.

D. Animal husbandry:

- i. Collection, processing, distribution and sale of milk and milk products by milk processing plants, including transport and supply chain.
- ii. Operation of animal husbandry farms including poultry farms & hatcheries and livestock farming activity.
- iii. Animal feed manufacturing, transportation, distribution and retailing of cattle feed and fodder, poultry feed, pet feed, any other livestock feed and feed plants, including supply of raw material, such as maize and soya.
- iv. Operation of animal shelter homes, Government veterinary hospitals, dispensaries, mobile veterinary units, Livestock Aid Centres and allied units, private veterinary clinics, and para-veterinarians; Artificial Insemination and Vaccination services; Disease Diagnostic Laboratories, Govt. Livestock and Fodder Farms, Frozen Semen Bank, Biological Product Institutes, veterinary care suppliers and retailers including veterinary medicine stores and operation of Gaushalas including feeding of stray animals.

9. Online teaching/ distance learning to be encouraged:

- i. All educational, training, coaching institutions etc., while physically closed, shall maintain the academic schedule through online teaching.
- ii. Maximum use of Doordarshan (DD) and other educational channels may be made for teaching purposes.

10. MGNREGA works and Drinking Water to be allowed:

- i. MGNREGA works are allowed with strict implementation of social distancing and face mask.
- ii. Priority to be given under MGNREGA to irrigation and water conservation works.
- iii. Other Central and State sector schemes in irrigation and water conservation sectors may also be allowed to be implemented and suitably dovetailed with MGNREGA works.
- iv. Individual assets creation under various schemes including PMAY, BPGY, Swachh Bharat, etc.
- v. Water supplies (both stand alone and pipe water supply with installation and repair and maintenance).

11. Supply of essential goods:

- i. All facilities in the supply chain of essential goods, whether involved in manufacturing, wholesale or retail of such goods through local stores, large brick and mortar stores or e-Commerce companies should be allowed to operate, ensuring strict social distancing without any restriction on their timing of opening and closure.
- ii. Shops (including Kirana and single shops selling essential goods) and carts, including ration shops (under PDS), dealing with food and groceries (for daily use), hygiene items, fruits and vegetables, dairy and milk booths, poultry, meat and fish, animal feed and fodder etc, should be allowed to operate, ensuring strict social distancing without any restriction on their timing of opening and closure.

- iii. District authorities may encourage and facilitate home delivery to minimize the movement of individuals outside their homes.

12. Industries/Industrial Establishments (both Government and private), as listed below:

- i. Industries operating in rural areas. i.e., outside the limits of municipal corporations and municipalities.
- ii. Manufacturing and other industrial establishments, including MSMEs, with access control in Special Economic Zones (SEZs) and Export Oriented Units (EoUs), industrial estates, and industrial townships. These establishments shall make arrangements for stay of workers within their premises as far as possible and/ or adjacent buildings and for implementation of the Standard operating protocol (SOP) as referred to in para 20 (ii) below. The transportation of workers to work place shall be arranged by the employers in dedicated transport by ensuring social distancing.
- iii. Manufacturing units of essential goods, including drugs, pharmaceuticals, medical devices, their raw material and intermediates.
- iv. Food processing industries in rural areas, i.e., outside the limits of municipal corporations and municipalities.
- v. Production units, which require continuous process, and their supply chain.
- vi. Manufacturing of IT hardware.
- vii. Coal production, mines and mineral production, their transportation, supply of explosives and activities incidental to mining operations.
- viii. Manufacturing units of packaging material.
- ix. Jute industries with staggered shifts and social distancing.
- x. Oil and gas exploration/ refinery.
- xi. Brick kilns in rural areas i.e., outside the limits of municipal corporations and municipalities.
- xii. Workshops of Indian Railways

13. Construction activities, as listed below:

- i. Construction of roads, irrigation projects, buildings and all kinds of industrial projects, including MSMEs, in rural areas, i.e., outside the limits of municipal corporations and municipalities; and all kinds of projects in industrial estates. Construction activities in rural areas include water supply and sanitation; laying/erection of power transmission lines and laying of telecom optical fibre and cable along with related activities.
- ii. Construction of renewable energy projects.
- iii. Continuation of works in construction projects, within the limits of municipal corporations and municipalities, where workers are available on site and no workers are required to be brought in from outside (in situ construction).
- iv. The Standard Operating Procedure at Annexure-IV is to be followed in the Government as well as private construction sites to prevent spreading of COVID-19 and to protect the workers/construction personnel from heat wave
- v. **Rural Development Department**
 - a. Completion of incomplete bridge projects and construction of projects for which tender processes have been completed.
 - b. Repair and maintenance of buildings under RD books of accounts
 - c. Construction of Multipurpose Cyclone/Flood shelters and repair there and maintenance thereof.
 - d. Construction works relating to roads under PMGSY, MMSY and RIDF including maintenance of roads under RD Department from plan and non-plan sources.
- vi. **Department of Water Resources**
 - a. All On-going / New civil and mechanical construction works relating to Head-works, spillway, earth dam, Barrages, Check-Dams, Main canals, Minor, sub-minor, Underground Pipe Line etc.
 - b. All On-going and new Mega Lift Irrigation Projects, Community Lift Irrigation Projects, Revival of Community Lift Irrigation Projects, Deep

Bore Well Scheme (Biju Krushak Bikas Yojana- Deep Borewell (Secha Karyakrama), Cluster Shallow Tube-well (Jalanidhi - II)

- c. All on-going and new civil and mechanical works relating to Flood Control including Repair & maintenance of river embankments, canal service roads. All on-going and new drainage works including Improvement of drainage channels, dredging of river mouths and bed.
- d. All New Construction of buildings & maintenance of existing buildings.
- e. All on-going and new works relating to Command Area Development and Participatory Irrigation Management

vii. Works Department

- a. National Highway Authority of India (NHAI) works relating to roads, bridges, flyovers etc. in rural areas.
- b. Construction of roads including National Highways in rural areas.
- c. Construction of bridges, flyovers, ROB's in rural areas.
- d. Construction of all types of buildings in rural areas.
- e. Maintenance work of roads, bridges, buildings in rural areas.
- f. All works related to management of COVID-19 including healthcare buildings, other buildings etc. in all areas of the State.
- g. Any other works specifically required by Collector of the District for management of COVID-19.
- h. All the above works including roads, bridges, flyovers, buildings etc. in Urban Local Body (ULB) areas subject to the condition that no worker is to be brought in from outside of the ULB (in-situ construction)
- i. Survey, investigation, soil exploration and any such works taken up in rural areas.

viii. Housing & Urban Development Department

- a. Implementation of Water supply projects including household connection works
- b. Repair and maintenance of water supply infrastructure.

- c. Source augmentation works like dredging, cross bundh near water sources.
- d. Construction and maintenance of sewerage and septage systems.
- e. Construction, repair and maintenance of roads and drainage systems.
- f. Development of new water bodies.
- g. Maintenance of water bodies.
- h. Construction of rain water harvesting structures, percolation tanks.
- i. Construction of toilets.
- j. Development of play ground, Public Parks, open space development, street lighting works.
- k. Construction of Community Centres, SHG work centres, Crematorium, Micro composting centres, MRFs and other waste processing/ disposal structures including C & D waste collection, processing and all other sanitation related activities.

ix. **Panchayati Raj & Drinking Water Department**

- a. IEC drive by SHGs & Community Cadres:
- b. Enterprise promotion: Individual/ group based enterprises involved in production of Mask, PPE, Sanitizer, Hand-wash, Soap etc. and their marketing
- c. Movement of Community Cadres within villages/GP.
- d. Financial Services: The Financial Inclusion (FI) cadres such as Bank Mitras, BC Sakhi and Financial Literacy CRP engaged at different levels for making financial services available to community including BC points.
- e. The Rural Mason field training under PMAY

x. **Energy Department**

- a. All electrical works pertaining to erection, maintenance and repair of tower and poles and stringing operations.
- b. Mobilization of workmen, vehicles and materials and equipment for such work.

14. Movement of persons is allowed in the following cases:

- i. Private vehicles for emergency services, including medical and veterinary care, and for procuring essential commodities. In such cases, one passenger besides the private vehicle driver can be permitted in the backseat, in case of four-wheelers; however, in case of two-wheelers, only the driver of the vehicle is to be permitted.

However, in the urban areas of districts of Odisha classified as High Risk (Khorda, Bhadrak, Sundargarh, Kendrapara, Cuttack, Puri, Jajpur, Kalahandi and Dhenkanal) by National Disaster Management Authority, private vehicles shall not be allowed for procuring essential commodities, except as per the order of Hon'ble High Court of Orissa dated 10.04.2020 in W.P. (C) No. 9095 of 2020.

- ii. All personnel travelling to place of work and back in the exempted categories, as per the instructions of the concerned authorities.

15. Offices of the Government of India, its Autonomous/ Subordinate Offices, as mentioned below:

- i. Defence, Central Armed Police Forces, Health and Family Welfare, Disaster Management and Early Warning Agencies (IMD, INCOIS, SASE and National Centre of Seismology, CWC), National Informatics Centre (NIC), Food Corporation of India (FCI), NCC, Nehru Yuva Kendras (NYKs) and Customs to function without any restriction.
- ii. Other Ministries and Departments and offices under their control, are to function with 100% attendance of Deputy Secretary and levels above that. Remaining officers and staff to attend upto 33% as per requirement.

16. Offices of the State Government, their Autonomous Bodies and Local Governments, as mentioned below:

- i. Police, home guards, civil defence, fire and emergency services, disaster management, prisons and municipal services will function without any restrictions.

- ii. All other Departments of State Government to work with restricted staff as directed by Government in General Administration & Public Grievance Department Order No.GAD-COOD-MISC-0001-2018-10460/GEN, dated.17.04.2020 at Annexure-V or as directed by the GA & PG Department from time to time. However, delivery of public services shall be ensured and necessary staff will be deployed for such purpose.
- iii. District administration and Treasury (including field offices of the Accountant General) will function with restricted staff. However, delivery of public services shall be ensured, and necessary staff will be deployed for such purpose.
- iv. Resident Commissioner of State, in New Delhi, only to the extent of coordinating COVID-19 related activities and internal kitchen operations.
- v. Forest offices: staff/ workers required to operate and maintain zoo, nurseries, wildlife, fire-fighting in forests, watering plantations. Patrolling and their necessary transport movement.

17. To mitigate the hardship to the public, the select activities as contained above will be operationalised by the District Administration and the Municipal Corporations/ Urban Local Bodies based on strict compliance to the existing guidelines. However, before allowing these select additional activities, concerned authorities shall ensure that all preparatory arrangements with regard to the Standard Operating Procedures for social distancing in offices, work places, factories and establishments and other sectoral requirements are in place.

18. Operation of guidelines in Hotspots and containment zones

- i. Khorda district has been classified as a 'Hotspot' i.e., area of large COVID-19 outbreaks, vide Ministry of Health and Family Welfare (MoHFW), Government of India (GoI) D.O Letter No. Z-21020/16/2020-PH dated 15th April, 2020.
- ii. In Khorda district, containment zones will be demarcated by the District Administration/ concerned authorities as per the guidelines of MoHFW.

- iii. **In these containment zones, the activities allowed under these guidelines will not be permitted.** There shall be strict perimeter control in the area of the containment zones to ensure that there is no unchecked inward/ outward movement of population from these zones except for maintaining essential services (including medical emergencies and law and order related duties) and Government business continuity. The guidelines issued in this regard by MoHFW will be strictly implemented.
- iv. The activities mentioned in the consolidated revised guidelines (Paras 5 to 20) will not be permitted in the containment zones within hotspots, demarcated by the States / Union territories / District Administration as per Guidelines of the Ministry of Health and family Welfare (MoH&FW), Government of India.
- v. If any new area included in the category of containment zone, the activities allowed in that area till the time of its categorization as a containment zone, will be suspended, except for those activities which are specifically permitted under consolidated revised guidelines.
- vi. The activities allowed under consolidated revised guidelines will be withdrawn immediately, if any of the lockdown measures are violated, risking the spread of COVID-19. All entities, in the Government and private sectors, and members of public should follow the guideline strictly.

19. Persons to remain under mandatory quarantine, as under:

- i. All such persons who have been directed by health care personnel to remain under strict home/ institutional quarantine for a period as decided by local Health Authorities.
- ii. Persons violating quarantine will be liable to legal action under COVID-19 Regulations 2020 and Disaster Management Act, 2005.
- iii. Quarantined persons, who have arrived in India after 15.2.2020, after expiry of their quarantine period and being tested Covid-19 negative, if any, will be released following the protocol prescribed in the SOP issued by MHA.

20. Instructions for enforcement of above lockdown measures:

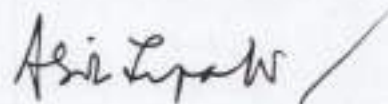
- i. All the district magistrates shall strictly enforce the National COVID 19 directives as specified in *Annexure I*. Penalties prescribed shall be levied and collected from all persons and entities violating these directives.
- ii. All industrial and commercial establishments, work places, offices etc. shall put in place arrangements for implementation of SOP as in *Annexure II* before starting their functioning.
- iii. In order to implement these containment measures, all Tahsildars in the State are designated as Incident Commanders in their respective local jurisdictions. In addition, the Police Commissioner/ District Magistrate/ Municipal Commissioner may deploy additional Executive Magistrates/ Zonal Deputy Municipal Commissioners as Incident Commanders in the respective local jurisdictions. The Incident Commander will be responsible for the overall implementation of these measures in their respective jurisdictions. All other line department officials in the specified area will work under the directions of such incident commander. The Incident Commander will issue passes for enabling essential movements as explained.
- iv. Police Commissioner, Collector, ADM, CDM&PHO, DCP, Sub-Collector, Tahasildar, B.D.O, Municipal Commissioner and Executive Officer of Urban Local Bodies are hereby authorized to take all necessary actions for enforcement and implementation of the aforesaid measures. Local police shall render necessary assistance as and when requisitioned by the aforementioned officers.
- v. Additional activities permitted in these guidelines shall be implemented in a phased manner, after making all arrangements necessary for strict implementation of the guidelines. **These will come into force with effect from 20th April, 2020.**

21. Penal provisions

Any person violating these lockdown measures will be liable to be proceeded against as per the provisions of Section 51 to 60 of the Disaster Management Act, 2005, and COVID-19 Regulations 2020, besides legal action under Sec. 188 of the IPC, and other legal provisions as applicable. Extracts of these penal provisions are at Annexure III.

In case of any other doubt, the State Government in Revenue & Disaster Management (Disaster Management) Department will issue necessary directions or clarifications.

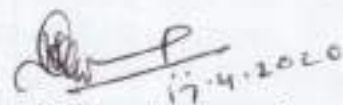
By orders of the Governor



Chief Secretary, Odisha

Memo No. 2215/R&DM(DM) Date: 17-04-2020

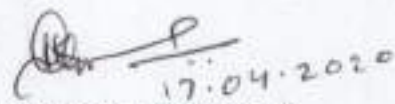
Copy forwarded to the Private Secretary to Hon'ble Chief Minister/ Private Secretary to all Ministers/ Chief Secretary/ Development Commissioner/ Agriculture Production Commissioner for kind information.



Special Relief Commissioner &
Additional Chief Secretary to Govt.
(Disaster Management)

Memo No. 2216/R&DM(DM) Date: 17-04-2020

Copy forwarded to the Addl. Chief Secretary/ Principal Secretary/ Commissioner-cum-Secretary of all Departments/ Director General of Police/ Director General of Police, Fire Services/Police Commissioner, Bhubaneswar-Cuttack/ All Collectors/ All Superintendents of Police/ All Municipal Commissioners for kind information and immediate necessary action.



Special Relief Commissioner &
Additional Chief Secretary to Govt.
(Disaster Management)

National Directives for COVID-19 Management

The National Directives shall be enforced by the District Magistrate through fines and penal action as prescribed in the Disaster Management Act 2005.

PUBLIC SPACES

1. Wearing of face cover is compulsory in all public places, work places.
2. All persons in charge of public places, work places and transport shall ensure social distancing as per the guidelines issued by Ministry of Health and Family Welfare.
3. No organization /manager of public place shall allow gathering of 5 or more persons
4. Gatherings such as marriages and funerals shall remain regulated by the District Magistrate.
5. Spitting in public spaces shall be punishable with fine.
6. There should be strict ban on sale of liquor, gutka, tobacco etc. and spitting should be strictly prohibited.

WORK SPACES

7. All work places shall have adequate arrangements for temperature screening and provide sanitizers at convenient places.
8. Work places shall have a gap of one hour between shifts and will stagger the lunch breaks of staff, to ensure social distancing.
9. Persons above 65 years of age and persons with co-morbidities and parents of children below the age of 5 may be encouraged to work from home.
10. Use of Arogya setu will be encouraged for all employees both private and public.
11. All organizations shall sanitize their work places between shifts.
12. Large meetings to be prohibited.

MANUFACTURING ESTABLISHMENTS

13. Frequent cleaning of common surfaces and mandatory hand washing shall be mandated.
14. No overlap of shifts and staggered lunch with social distancing in canteens shall be ensured.
15. Intensive communication and training on good hygiene practices shall be taken up.

Standard Operating Procedure for Social Distancing for Offices, Workplace, Factories and Establishments

The following measures shall be implemented by all offices, factories and other establishments:

1. All areas in the premises including the following shall be disinfected completely using user friendly disinfectant mediums:
 - a) Entrance Gate of building, office etc.
 - b) Cafeteria and canteens.
 - c) Meeting room, Conference halls/ open areas available/ verandah/ entrance gate of site, bunkers, porta cabins, building etc.
 - d) Equipment and lifts.
 - e) Washroom, toilet, sink; water points etc.
 - f) Walls/ all other surfaces
2. For workers coming from outside, special transportation facility will be arranged without any dependency on the public transport system. These vehicles should be allowed to work only with 30-40% passenger capacity.
3. All vehicles and machinery entering the premise should be disinfected by spray mandatorily.
4. Mandatory thermal scanning of everyone entering and exiting the work place to be done.
5. Medical insurance for the workers to be made mandatory.
6. Provision for hand wash & sanitizer preferably with touch free mechanism will be made at all entry and exit points and common areas. Sufficient quantities of all the items should be available.
7. Work places shall have a gap of one hour between shifts and will stagger the lunch breaks of staff, to ensure social distancing.
8. Large gatherings or meetings of 10 or more people to be discouraged. Seating at least 6 feet away from others on job sites and in gatherings, meetings and training sessions.
9. Not more than 2/4 persons (depending on size) will be allowed to travel in lifts or hoists.
10. Use of staircase for climbing should be encouraged.
11. There should be strict ban of gutka, tobacco etc, and spitting should be strictly prohibited.
12. There should be total ban on non-essential visitors at sites.
13. Hospitals/clinics in the nearby areas, which are authorized to treat COVID-19 patients, should be identified and list should be available at work place all the times.

Offences and Penalties for Violation of Lockdown Measures

A. Section 51 to 60 of the Disaster Management Act, 2005

51. Punishment for obstruction, etc.-Whoever, without reasonable cause

- a. obstructs any officer or employee of the Central Government or the State Government, or a person authorized by the National Authority or State Authority or District Authority in the discharge of his functions under this Act; or
- b. refuses to comply with any direction given by or on behalf of the Central Government or the State Government or the National Executive Committee or the State Executive Committee or the District Authority under this Act,

shall on conviction be punishable with imprisonment for a term which may extend to one year or with fine, or with both, and if such obstruction or refusal to comply with directions results in loss of lives or imminent danger thereof, shall on conviction be punishable with imprisonment for a term which may extend to two years.

52. Punishment for false claim - Whoever knowingly makes a claim which he knows or has reason to believe to be false for obtaining any relief, assistance, repair, reconstruction or other benefits consequent to disaster from any officer of the Central Government, the State Government, the National Authority, the State Authority or the District Authority, shall, on conviction be punishable with imprisonment for a term which may extend to two years, and also with fine.

53. Punishment for misappropriation of money or materials, etc.- Whoever, being entrusted with any money or materials, or otherwise being, in custody of, or dominion over, any money or goods, meant for providing relief in any threatening disaster situation or disaster, misappropriates or appropriates for his own use or disposes of such money or materials or any part thereof or willfully compels any other person so to do, shall on conviction be punishable with imprisonment for a term which may extend to two years, and also with fine.

54. Punishment for false warning - Whoever makes or circulates a false alarm or warning as to disaster or its severity or magnitude, leading to panic, shall on conviction, be punishable with imprisonment which may extend to one year or with fine.

55. Offences by Departments of the Government - (1) Where an offence under this Act has been committed by any Department of the Government, the head of the Department shall be deemed to be guilty of the offence and shall be liable to be proceeded

against and punished accordingly unless he proves that the offence was committed without his knowledge or that he exercised all due diligence to prevent the commission of such offence. (2) Notwithstanding anything contained in sub-section. (1), where an offence under this Act has been committed by a Department of the Government and it is proved that the offence has been committed with the consent or connivance of or is attributable to any neglect on the part of, any officer, other than the head of the Department, such officer shall be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

56. Failure of officer in duty or his connivance at the contravention of the provisions of this Act- Any officer, on whom any duty has been imposed by or under this Act and who ceases or refuses to perform or withdraws himself from the duties of his office shall, unless he has obtained the express written permission of his official superior or has other lawful excuse for so doing be punishable with imprisonment for a term which may extend to one year or with fine.

57. Penalty for contravention of any order regarding requisitioning – If any person contravenes any order made under section 65, he shall be punishable with imprisonment for a term which may extend to one year or with fine or with both.

58. Offence by companies - (1) Where an offence under this Act has been committed by a company or body corporate, every person who at the time the offence was committed, was in charge of, and was responsible to, the company, for the conduct of the business of the company, as well as the company, shall be deemed to be guilty of the contravention and shall be liable to be proceeded against and punished accordingly: Provided that nothing in this sub-section shall render any such person liable to any punishment provided in this Act, if he proves that the offence was committed without his knowledge or that he exercised due diligence to prevent the commission of such offence. (2) Notwithstanding anything contained in sub-section (1), where an offence under this Act has been committed by a company, and it is proved that the offence was committed with the consent or connivance of or is attributable to any neglect on the part of any director, manager, secretary or other officer of the company, such director, manager, secretary or other officer shall also, be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

Explanation - For the purpose of this section- (a) "company" means anybody corporate and includes a firm or other association of individuals; and (b) "director", in relation to a firm, means a partner in the firm.

59. Previous sanction for prosecution-No prosecution for offences punishable under sections 55 and 56 shall be instituted except with the previous sanction of the Central

Government or the State Government, as the case may be, or of any officer authorised in this behalf, by general or special order, by such Government.

60. Cognizance of offences - No court shall take cognizance of an offence under this Act except on a complaint made by— (a) the National Authority, the State Authority, the Central Government, the State Government, the District Authority or any other authority or officer authorised in this behalf by that Authority or Government, as the case may be; or (b) any person who has given notice of not less than thirty days in the manner prescribed. of the alleged offence and his intention to make a complaint to the National Authority, the State Authority, the Central Government, the State Government, the District Authority or any other authority or officer authorised as aforesaid.

B. Section 188 in the Indian Penal Code, 1860

188. Disobedience to order duly promulgated by public servant.—Whoever, knowing that, by an order promulgated by a public servant lawfully empowered to promulgate such order, he is directed to abstain from a certain act, or to take certain order with certain property in his possession or under his management, disobeys such direction, shall, if such disobedience causes or tends to cause obstruction, annoyance or injury, or risk of obstruction, annoyance or injury, to any person lawfully employed, be punished with simple imprisonment for a term which may extend to one month or with fine which may extend to two hundred rupees, or with both; and if such disobedience causes or tends to cause danger to human life, health or safety, or causes or tends to cause a riot or affray, shall be punished with imprisonment of either description for a term which may extend to six months, or with fine which may extend to one thousand rupees, or with both.

Explanation - It is not necessary that the offender should intend to produce harm, or contemplate his disobedience as likely to produce harm. It is sufficient that he knows of the order which he disobeys, and that his disobedience produces, or is likely to produce, harm.

Illustration:

An order is promulgated by a public servant lawfully empowered to promulgate such order, directing that a religious procession shall not pass down a certain street. A knowingly disobeys the order, and thereby causes danger of riot. A has committed the offence defined in this section.

Annexure IV

GAD-COOD-MISC-0001-2018- 10460 /GEN

Government of Odisha
General Administration and Public Grievance Department

Bhubaneswar, Dated: 17.04.2020

ORDER

In supersession of all previous orders relating to functioning of Govt. Departments, the following is the classification of the Departments as *critical* and *partially critical*, with regards to COVID-19 management, as detailed in the table below:

<u>Category</u>	<u>Departments</u>	<u>Details</u>
Critical	<ul style="list-style-type: none">• Agriculture & FE• Co-operation• F&ARD• FS&CW• GA&PG• H&UD• Health & Family Welfare• Home• Labour & ESI• PR&DW• R&DM (SRC & OSDMA)	All Group A officers to attend office. Up to 50% of Groups B, C & D officers/ staff to attend on roster basis. Administrative Departments will decide about the scale of operation in the field offices.
Partially Critical	<ul style="list-style-type: none">• All other Departments	All Group A officers to attend office. Up to 33% of Groups B, C & D officers/ staff to attend on roster basis. Administrative Departments will decide about the scale of operation in the field offices.

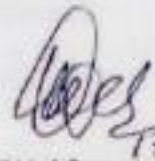
All the employees of Government in the State, who are not attending office, will work from home. This order will be effective from 20th April, 2020 till May 03, 2020.



Principal Secretary

Memo No. 10461 /GEN

Copy forwarded to P.S. to Hon'ble Chief Minister/ P.S. to all Ministers/ OSD to Chief Secretary/ Addl. Chief Secretaries/ Principal Secretaries/ Commissioner-cum-Secretaries of all Departments/ Police Commissioner, Bhubaneswar/ Commissioner, Bhubaneswar Municipal Corporation for kind information and immediate necessary action.



17.4.20

OSD to Chief Secretary
COVID-19 Management