

# OFFICE OF DISTRICT MAGISTRATE, PATHANKOT

(Disaster Management Branch)

Order No: 746

## ORDER

It has been felt that there is need to streamline **Standard Operating Procedure (SOP)** when any positive case/cluster of COVID-19 is reported in District Pathankot. Following officers are assigned duties as detailed below. As and when any such case is reported, this SOP shall come into force with immediate effect: -

Concerned Officer	Duties Assigned
1. S.S.P, Pathankot	Will ensure perimeter control of the affected area through proper nakabandi and barricading of all entry and exit points to the Containment Zone.
2. Concerned S.D.M	Will be overall incharge for implementation of SOP.
3. DRO, Pathankot	1. Will prepare Containment Plan of affected area duly verified by the area CRO, DSP, EO/BDPO and also get the Google imagery and mark the area. 2. Will present draft orders for withdrawal of curfew relaxations from the affected area.
4. Civil Surgeon, Pathankot	Will ensure proper contact tracing, mapping, surveillance and survey of COVID-19 cases in the light of the Containment Plan guidelines issued by Ministry of Health and Family Welfare under direct supervision of <b>ADC (G), Pathankot</b> , who will keep undersigned informed on daily basis.
5. Additional Commissioner, Municipal Corporation/EO, Municipal Committie/DDPO	1. Will ensure proper sanitisation of the affected area twice a day. 2. Will also ensure that a sanitisation vehicle is available round the clock at the single entry/exit point of Containment Zone. 3. Make arrangement for public address system at the entry point of Containment Zone.
6. DFSC, Pathankot	Will make a plan for supply of essential goods in the Containment Zone ensuring supply at single point entry of Containment Zone.
7. DMO, Pathankot	Will make a plan for supply of vegetables/fruits in the Containment Zone ensuring supply at single point entry of Containment Zone.
8. Deputy Director, Animal Husbandry, Pathankot	Will make a plan for supply of milk in the Containment Zone ensuring supply at single point entry of Containment Zone.
9. Special Duty Magistrate/ Concerned SHO/ Medical Rapid Response Team	They will ensure the surveillance of COVID-19 suspected/ home quarantined patients for 28 days as per para no. 7.1.5 of Containment Plan. They will also ensure that all quarantine members download <b>COVA APP</b> in their mobile phones.



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10. DPRO, Pathankot

Will take brief from undersigned and disseminate information through press/media.

  
District Magistrate,  
Pathankot.

Endorsement No: DRA (T)/ 747-65

Dated: 13/04/2020

A Copy of above is forwarded to given below: -

- 1) Chief Secretary, Punjab, Chandigarh.
- 2) Commissioner, Jalandhar Divison, Jalandhar.
- 3) S.S.P, Pathankot.
- 4) Commissioner, Municipal Corporation, Pathankot.
- 5) Additional Deputy Commissioner (G), Pathankot.
- 6) Additional Commissioner, Corporation, Pathankot
- 7) S.D.M, Pathankot/Dharkalan.
- 8) DRO, Pathankot.
- 9) DFSC, Pathankot.
- 10) Civil Surgeon, Pathankot.
- 11) DDPO, Pathankot.
- 12) District Mandi Officer, Pathankot.
- 13) DPRO, Pathankot.
- 14) Deputy Director, Animal Husbandry, Pathankot.
- 15) All the Special Duty Magistrates/Concerned SHO's/ Rapid Response Team.
- 16) Executive Officer, Municipal Committee, Pathankot.



  
District Magistrate,  
Pathankot.