

**GOVERNMENT OF HIMACHAL PRADESH  
OFFICE OF THE DISTRICT MAGISTRATE CUM CHAIRMAN DISTRICT  
DISASTER MANAGEMENT AUTHORITY (DDMA) CHAMBA (H.P)**

No. CBA-Relief-3(36)-2020/1004-1102

13 April 2021

**Standard Operating Procedures (SOPs) in case of COVID-19 positive cases in residential Schools/Other Institutions**

**Whereas**, recently it has been seen that a large number of COVID-19 positive cases were detected in one of the residential Schools in Dalhousie in a concentrated manner and there are plenty of other residential schools/ other institutions in the district, which house the students in boarding from other states of the country, who can also test positive in future. Management of such large number of students/inmates in such location becomes extremely difficult. It has been observed, that during such instances, Parents/ Guardians and COVID-19 positive cases become panicky and insist to permit the transit to their home stations to get better care and facilities.

**Therefore**, the following SOPs are being issued for compliance by all concerned:

1. In case of testing of sizeable No. of COVID-19 positive cases in a residential schools/institutions, the Health Department shall ensure 100% testing of all persons in such hostels/schools etc. at the earliest, preferably through RT-PCR.
2. The owner/officer in charge of the establishment shall be the Nodal Officer for Primary Contact Tracing, Enforcing COVID-19 Protocols and Containment Directions. The same shall be notified by the SDM concerned.
3. The persons/inmates found negative for COVID-19 can be allowed to go to their homes, by the concerned authority looking after the establishment & notified at point 2 above on basis of COVID-19 negative reports supplied by the Health Department officials preferably through their own private transport so that risk of further spread of COVID-19 is reduced.
4. The COVID-19 positive cases may be quarantined in the institution concerned and as a general rule, shall not be allowed to leave the Containment Zone except for medical exigency; however, they may be permitted subject to fulfilling the following requirements:
  - a) The travel shall only be through private vehicles and no public transport shall be allowed.
  - b) In case of transport by private ambulance, the vehicle shall be partitioned with plastic sheets/curtains to maintain distance between the positive patient/case and his/her guardians/driver/parents, etc. accompanying the patient/case. Adequate ventilation of vehicle shall be ensured.
  - c) The patient shall be provided fit to travel certificate by Health authorities and also kit for Home Isolation as directed by the Health Department.
  - d) The COVID-19 person/patient and the family shall be home quarantined for 10 days after reaching their destination. They shall also inform the local administration of their arrival.

- e) The family/guardians/driver travelling with the COVID-19 case/patient shall undergo COVID-19 test at his/her own after 7 days of Home Isolation.
  - f) In case of any ILI like symptoms, the person concerned shall immediately inform their local health Authorities.
  - g) The SDMs shall take an undertaking from the concerned guardian/ parent/driver on release of the positive person stating therein the compliance of above directions.
  - h) Those who require hospitalisation shall be shifted as per the protocol of Health Department.
5. The SDMs shall also ensure to inform the concerned District/State Authority when permitting such movement and also the DDMA who will also inform the concerned District Authority.
6. These instructions shall not apply to jails, etc.



**(D C Rana, IAS),  
District Magistrate,  
Chamba, District Chamba HP.**

**Endst. No. CBA-Relief-3(36)/2020/1004-1102**

**Dated: April 2021**

**Copy forwarded to: -**

1. The Secretary (Health) to the Government of Himachal Pradesh for information and confirmation please
2. The Divisional Commissioner, Kangra at Dharmshala for information please.
3. The Superintendent of Police Chamba, for information and necessary action.
4. All the SDMs in Chamba District for information and necessary action.
5. The Chief Medical Officer Chamba, District Chamba for information and necessary action.
6. The Principal Pt. J.L.N Medical College Chamba for information and necessary action.
7. The Medical Superintendent Medical College Chamba for information and necessary action.
8. All the Tehsildar/Naib Tehsildars in District Chamba for information and necessary action.
9. The District Public Relation Officer Chamba, for information and necessary action.
10. The DIO Chamba for uploading the same for information and necessary action.
11. All the head of the Offices in Chamba for information and necessary action.
12. Guard file.



**District Magistrate,  
Chamba, District Chamba HP.**