

OFFICE OF DISTRICT MAGISTRATE, SANGRUR

(MA BRANCH)

Order No.138/MA

Date: 01-05-2020

In order to break the transmission chain of contagion of COVID-19, undersigned has issued prohibitory orders under section 144 of the Code of Criminal Procedure, 1973 vide endst. No. 4207-27/MA dated 23-3-2020 vide which restrictions on movement of any person outdoor (curfew) from 23-3-2020 (01:00PM) till further orders.

While in public interest some categories were exempted vide Order No.97/MA dated 05-04-2020, Order No.116/MA dated 13-04-2020, Order No.117/MA dated 14-04-2020 and Order No.132/MA dt. 26.04.2020. Now, in continuation of this order, the following institutions/officers/ employees/ establishments are exempted from the restrictions of the curfew orders in pursuance of the letter No SS/ACSH/2020/337 dated 29.04.2020 of Govt of Punjab where in reference has been made to Ministry of Home Affairs, GOI order no. 40-3/2020-DM-I (A) dated 15.04.2020 including its amendments/corrigenda.

IT IS TO BE NOTED THAT THE ACTIVITIES ALLOWED UNDER THESE ORDERS WILL NOT BE PERMITTED IN THE CONTAINMENT ZONES

1. In rural areas, all shops registered under the Shops & Establishment Act except malls are allowed to open.
2. In urban areas, all stand-alone shops, neighborhood shops and shops in residential complexes are allowed to open as per roster given below. However, shops in shopping malls and indoor market complexes are not allowed to open. Malls themselves will also remain prohibited.

Categories	Day(s) when allowed to open
1. Essentials (atta chakki, Ration, Milk/Dairy, Fruits and Vegetables, Chemists etc, groceries/kiryana, meat and poultry) 2. Homeopathic, Ayurvedic medicines 3. Books & Stationeries shops 4. Poultry/Animal feed, fertilizer seeds, Agricultural tools etc. 5. Any other essentials previously exempted	All days as per conditions. (between 07:00 am and 11:00 am only)
6. Restaurants/Fast foods and Halwais 7. Juice shops 8. Bakery/Confectionery/Ice cream parlor	All days (for home delivery and take away only)
9. Plumber and electrician, fan Cooler, AC repair etc services 10. Electrical and sanitary goods 11. Construction materials 12. Vehicle repairs, workshops and denting painting 13. Cycle stores and repairs 14. Hardware and Paints 15. Furniture/plywood/timber/glass etc and works 16. Inverter battery, genset etc. 17. Electronics (Computer /laptop /mobile/ watches/clocks etc) including repair 18. Photostat, mobile recharge 19. Water purifiers/Refrigerators/LED/Microwaves/ovens /Stove/ gas stove etc and repairs	MONDAY, WEDNESDAY, FRIDAY (between 07:00 am and 11:00 am only)
20. Gift Shops and toy store 21. Sports goods 22. Bag and suitcase shops 23. Dry cleaners 24. Jewelers/Gold/Silver	TUESDAY, THURSDAY, SATURDAY (between 07:00 am

25.Spectacles/Glasses/Lenses etc 26.Printing presses 27.Cloth, shoes and other apparel, boutiques including works 28.Cosmetics and accessories 29.Utensils, Plastic ware 30.Photo studios 31.General Stores 32.Any other shop not covered above (except restricted ones)	and 11:00 am only)
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*Restricted Categories however will remain restricted and are not covered under "OTHERS CATEGORY"-

3. Shops which have been allowed to open are those shops which deal in goods only and shops/ establishments dealing in services like saloons, barber shops, etc. would continue to remain closed.
4. These shops will be opened between 07:00 am and 11:00 am as mentioned in the roster.
5. It is clarified liquor shops, tobacco and cigarette shops, saloons and barber shops, beauty parlours, all educational, training and coaching centers, IELTS institute, hospitality services, cinema halls, gyms, sports complexes, swimming pools, entertainment parks, theatre, bar, auditorium, assembly halls and any other social, religious, political, sports, entertainment, educational or cultural events or gatherings are not exempted by these orders and their operations continue to be prohibited.
6. E-commerce companies continue to be permitted for essential goods only.

All exempted categories will ensure the compliance of the guidelines no. MD/NHM/2020/3168 (R) - 3177 (R) dated 28-04-2020 of Department of Health & Family Welfare Punjab. (attached as Annexure-1)

All shops shall ensure permanent paint marking outside and inside their shops. These marks shall be made 1m apart and shopkeepers shall ensure that persons visiting and working maintain social distancing by means of those marks. They shall also ensure that no vehicle is parked outside their shops so as to allow enough space for people to stand as per markings.

These shops will be allowed to operate with upto 50% staff only. For shops having less than 4 staff members, only 2 persons in addition to owner shall be allowed to work.

It is further clarified that only one person per household (only on foot) is allowed to come and purchase essentials from these shops. As far as possible, the nearest shop should be visited and only for essential commodities. Action will be taken if it is found that any person is visiting a shop without any reason.

All exempted categories/shops will also ensure that

1. Masks, gloves, handwashing and other precautions are taken as per guidelines.
2. Physical or social distancing is practiced during interaction with others
3. All such relaxations shall at all cost be permitted subject to the guidelines as per attached Annexure 1
4. Activities which have been permitted will be strictly regulated and will be prohibited whenever required.



These institutions/officers/employees will follow the instructions/orders issued by Govt. of India/ Govt. of Punjab and undersigned as issued from time to time regarding the Covid-19. Any violation of these instructions/orders is liable to criminal prosecution.



Ghanshyam Thori, IAS
District Magistrate
Sangrur

Endst. No. 7507-7527 /M.A.

Date 01.05.2020

A copy is forwarded to the:-

1. Chief Secretary to Government of Punjab Chandigarh.
- 2 Addl. Chief Secretary to Government of Punjab, Department of Home Affairs and Justice, Chandigarh.
- 3 D.G.P. Punjab Chandigarh.
- 4 Commissioner, Patiala Division, Patiala.
- 5 ADGP, CID, Punjab, Chandigarh.
- 6 ADGP, Counter Intelligence, Punjab, Chandigarh.
- 7 District & Sessions Judges, Sangrur.
- 8 S.S.P. Sangrur.
- 9 Additional District Magistrate, Sangrur 10 Chief Judicial Magistrate, Sangrur.
- 11 All Districts Magistrate, in the State.
- 12 All SDMs/Tehsildars/Naib Tehsildars in District Sangrur.
- 13 All Executive Magistrate in the District Sangrur.
- 14 All E.O. MCs through LFA Sadar Office.
- 15 BDPOs through DDPO Sangrur.
- 16 DPRO, Sangrur
- 17 Chief Agriculture Officer.
- 18 All Concerned



Ghanshyam Thori, IAS
District Magistrate
Sangrur

I. General Guidelines:

- 1) Only the shops allowed as per roster shall open. For the ease of reference, the extant guidelines provides that 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 are allowed to operate. 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, are allowed to operate subject to such shops following the special norms laid down by the Government to combat COVID-19 .
- 2) The shopkeepers are, thus, advised to meticulously follow the guidelines issued by the Government of India/ Govt of Punjab and undersigned with regard to the nature of the shops that have been allowed to operate and to comply with the Standard operating procedure laid down in these guidelines as far as operating the shop is concerned.
- 3) The Shopkeepers associations are advised to install foot-operated Hand-washing Stations for the benefit of Shopkeepers/their workers and visiting customers. However, the physical or social distancing norm of maintaining a distance of at least 1-2 meter shall be followed while washing the hands by drawing marking circles in front of such Hand-washing Stations.
- 4) Wash the hands with soap for at least 40 seconds by applying the soap gently on the palm and back of the hand including web spaces between the fingers and space between the finger and the thumb and the wrist wherever and whenever the opportunity to wash the hands is available. However, a two-hourly hand wash is recommended.
- 5) Alcohol-based sanitizer (minimum 70% ethyl alcohol v/v) should be mounted at the entrance wall of the shops for the shopkeeper and his/her workers as well as the customers to sanitize their hands before entering the premises further. The sanitizers are to be refilled/replaced frequently. Use a minimum of 3ml of the sanitizer (approximately 2 pushes of sanitizer dispenser) on DRY HANDS for at least 30 seconds for good hygienic hand disinfection.
- 6) Sanitize or wash the hands even if the hands appear to be apparently clean.
- 7) The hands should be either sanitized or washed with soap and water whichever is feasible and available.
- 8) The Shopkeeper and his workers should wear cloth mask at all times, i.e., immediately from leaving the house till the entry back into the house.
- 9) The masks shall be worn in a manner that it snugly covers the nose as well as the mouth.
- 10) The cloth mask should be washed with soap and water daily after use.
- 11) The shopkeepers and his workers should not indulge in any handshakes or hugs to greet/see-off each other.
- 12) All are advised to follow strict physical and social distancing measures and maintain a minimum distance of 1 meter amongst themselves at all times.
- 13) The shopkeepers and his workers are advised not to roam unnecessarily in the market places.
- 14) The shopkeepers and his workers should wash their hands with soap in the manner prescribed or sanitize them in the manner prescribed before taking tea-breaks/lunch breaks. Sharing of food and utensils amongst themselves should not be done.

- 15) The shopkeeper and his workers should not smoke or chew tobacco-based products such as gutka, pan masala etc. in the shop/market places.
- 16) In case of a cough/sneeze, the shopkeeper/workers should use the handkerchief to cover the face which shall then be kept in his/her own pocket/purse in a manner that the surface of the handkerchief exposed to the cough/sneeze shall not touch the other parts of the belongings directly.
- 17) In case a shopkeeper/worker is not carrying the handkerchief he/she should cough/sneeze into the *flexed/bent elbow*.
- 18) In either case, the shopkeeper/worker should immediately handwash with soap in the manner prescribed his hands/other exposed surfaces to cough/sneeze.
- 19) The shopkeeper/worker should refrain from touching face, mouth, nose and eyes with his hands at all times.
- 20) The shopkeeper/workers should not spit except when absolutely essential and only in the washbasin of the toilet in the shop/public toilet, which shall then be thoroughly cleaned in the manner prescribed.
- 21) The shopkeepers/workers should avoid all type of gatherings like social, religious, political etc.
- 22) The shopkeepers/workers should not indulge in gossip/ rumours with regard to COVID-19 without verifying the facts. All are encouraged to download "COVA APP" developed by the Government of Punjab for the correct, timely and authentic information.

23) Disinfection of the shops

a) **Indoor Areas:** Indoor areas including the entire shop premises should be cleaned every evening at the time of closure of shops or early in the morning at the time of opening the shop. If the contact surface is visibly dirty, it should be cleaned with soap and water prior to disinfection. Prior to cleaning, the worker should wear disposable rubber boots, gloves (heavy duty), and a cloth mask.

- Start cleaning from cleaner areas and proceed towards dirtier areas.
- All indoor areas such as the shelves, aisles, storage areas, godowns, basements etc. should be mopped with a disinfectant with 1% sodium hypochlorite or equivalent disinfectants available in the market.
- High contact surfaces such as public counters, intercom systems, equipment like telephone, printers/scanners, and other machines, handrails / handles should be cleaned twice daily by mopping with a linen/absorbable cloth soaked in 1% sodium hypochlorite. Frequently touched areas like table tops, chair handles, pens, diary files, keyboards, mouse, mouse pad, tea/coffee dispensing machines etc. should specially be cleaned.
- For metallic surfaces like door handles, security locks, keys etc. 70% alcohol can be used to wipe down surfaces where the use of bleach is not suitable.
- Carefully clean the equipment used in cleaning at the end of the cleaning process.
- Protective gear used during sanitation process should be discarded as per the requirements.

In addition, all workers should consider cleaning the work area in front of them with a disinfecting wipe prior to use and sit one seat further away from others, if possible with 2.

b) **Outdoor areas:** Outdoor Areas have less risk than indoor areas due to air currents and exposure to sunlight. Cleaning and disinfection efforts should be targeted to frequently touched/contaminated surfaces as already detailed above.

- c) **Public toilets:** Sanitary workers must use separate set of cleaning equipment for toilets (mops, nylon scrubber) and separate set for sink and commode. They should always wear disposable protective gloves while cleaning a toilet. All the areas of the toilet such as the sinks, commode, taps etc. should be thoroughly cleaned/scrubbed using soap and water and then wiped with 1% sodium hypochlorite solution or equivalent commercial disinfectants available in the market.

II. Specific Guidelines:

1. The shopkeeper should encourage home delivery, at-least to its long-established customers.
2. The shopkeepers, in case of the visiting customers, should ensure a minimum distance of 1 metre amongst its waiting customers by marking the circles at the distance of 1 metre from each other outside the premises.
3. The shopkeeper should ensure that the visiting customer is wearing the mask properly.
4. All the customers entering the shop should be encouraged to sanitize their hands in the manner prescribed in point 5 of the general advisory. Similarly, the customer should be encouraged to sanitize their hands while leaving the shop premises.
5. The customers should be advised to avoid touching any of the items displayed or kept otherwise in the shops which he/she does not intend to buy.
6. The shopkeepers should encourage the customer to spell out the list of the items required at the designated counters whereby the same may be supplied by the shopkeeper or his/her workers.
7. The shopkeeper should encourage the customer to digitally pay for the items purchased.
8. The shopkeeper/his workers as well his customers shall sanitize their hands immediately before or after cash transactions.
9. The shopkeeper should encourage the customers to carry cloth bags from their home only for making the purchases and carrying them. The cloth bags can then be washed with warm water and soap/detergent.

III. Air-Conditioning/Coolers:

- a) Prefer natural ventilation at workplace.
- b) Exhaust Fans can be installed in the shop premises to increase the ventilation.
- c) The detailed guidelines issued in this regard may be meticulously followed
- d) Air conditioning be avoided at all costs

IV. In case a shopkeeper/worker is diagnosed as COVID-19 with whom one had a contact, there is no need to panic. One should report to the Helpline No. 104/State Control Room No. 01722920074/08872090029, District Control Room no. 01672 232304 /9815185193 detailing the exact nature of exposure so as to assist the medical facility to undertake further necessary actions.

V. The shopkeeper, in case a worker is diagnosed as corona positive and such a worker has reported to shop for duty, shall immediately inform the Helpline No. 104/State Control Room No. 01722920074/+91-8872090029 District Control Room no. 01672 232304/9815185193 along with all the facts about the worker and the contacts he/she might have during the work at shop. A complete and proper record of all workers working at the shop on any particular day should be maintained.

All are encouraged to take proper diet, assimilate correct information and keep themselves aware and updated with the information at all times, and indulge in useful and productive activities during the available free time.

