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Add. Chief Secy. Home, Jai

Add. Chief Secy. Food, Pub

Pr. Secy, Health, Med. Educ

OUT TODAY
Copy No.....

F. No.272/2/1/2020-Cab.III
Cabinet Secretariat
Rashtrapati Bhavan

Chief Secretary
Jharkhand, Ranchi

New Delhi, dated the 25th March, 2020

OFFICE MEMORANDUM

**Subject: Public Health Response to Novel Coronavirus (COVID-2019) outbreak:
Videoconference with States/UTs.**

The undersigned is directed to enclose herewith a copy of minutes of the meeting (Doc No.52/2020-CA.III) held on 24th March, 2020 at 9.00 PM in the Committee Room of the Cabinet Secretariat, Rashtrapati Bhavan on the above mentioned subject.

2. It is requested that the status of action taken on the relevant decisions may please be uploaded in the 'Committee of Secretaries' module of e-Samiksha portal.

(Niranjn Chandrashekhar Cheriyanane)
Deputy Secretary
Tel: 23015861

Home Secretary
Secretary, M/o Information & Broadcasting
Member Secretary, NDMA
Pr. Director General, Press Information Bureau

Through Video Conference
Chief Secretaries, Directors General of Police and Home Secretaries of all States/UTs

Copy for kind information to: Principal Secretary to Prime Minister
Principal Adviser to Prime Minister

(Niranjn Chandrashekhar Cheriyanane)
Deputy Secretary

INTERNAL CIRCULATION (One Copy)
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46 copies

मुख्य सचिव कार्यालय
झारखण्ड, राँची

दि.सं.प्र.सं. 180
दि.सं. 26/03/2020

CABINET SECRETARIAT

Doc. No.52 /2020-CA.III

MINUTES OF THE MEETING OF COMMITTEE OF SECRETARIES

Venue : Committee Room, Cabinet Secretariat
Rashtrapati Bhavan

Date of meeting : 24.03.2020

Time of meeting : 9.00 P.M.

PRESENT

Shri P.K. Mishra, Principal Secretary to PM
Shri Rajiv Gauba, Cabinet Secretary
Dr. V.P. Joy, Secretary (Coord), Cabinet Secretariat
Shri Ajay Bhalla, Home Secretary
Shri Ravi Mital, Secretary, M/o Information & Broadcasting
Shri K.S. Dhatwalia, Principal DG, Press Information Bureau
Shri G.V.V. Sarma, Member Secretary, NDMA
Shri Giridhar Aramane, Additional Secretary, Cabinet Secretariat
Ms. Rachna Shah, Additional Secretary, Cabinet Secretariat
Shri Pankaj Agarwal, Joint Secretary, Cabinet Secretariat
Shri Sandeep Sarkar, Joint Secretary, Cabinet Secretariat
Shri Sanjeev K Jindal, Joint Secretary, M/o Home Affairs
Ms. Punya Salila Srivastava, Joint Secretary, M/o Home Affairs
Shri Niranjana Chandrashekhara Cheriyanmane, Deputy Secretary, Cabinet Secretariat

Through Video Conference

Chief Secretaries, Directors General of Police & Home Secretaries of All States/UTs

Subject: Public Health Response to Novel Coronavirus (COVID-2019) Disease.

Subject: Public health response to Novel Coronavirus Disease (COVID-19).

Cabinet Secretary chaired a review meeting on the above subject with the Chief Secretaries, Home Secretaries and Directors General of Police of States/UTs at 09.00 p.m. on 24.03.2020, in the Committee Room, Cabinet Secretariat, Rashtrapati Bhavan, New Delhi.

2. Cabinet Secretary referred to the Prime Minister's address to the Nation earlier in the evening and stressed on the twin aspects of imposition of a National Lockdown for 21 days and the need to maintain essential supplies for the public during this period. Appreciating the promptitude of the States in issuing prohibitory orders in their respective areas following the Janta curfew, he noted that there was need for consistency in the scope and rigour of their enforcement across the country. There were also instances of these being flouted. Consequently, in view of the gravity of the situation arising out of the COVID-19 spread, the National Disaster Management Authority in exercise of its powers under section 6(2)(i) of the Disaster Management Act 2005, has issued an Order directing the Central and State Governments/UT Administrations to take effective measures to deal with this threatening disease. Thereafter, the Union Home Secretary, under powers vested under section 10(2)(1) of the said Act, has issued guidelines to Central Government Ministries & Departments and State Governments/UT Administrations, with directions for their strict implementation.
3. Chief Secretaries and DGPs were advised to immediately hold meetings with their officers in the districts and work out an implementation plan to ensure that while people remain indoors, their basic needs of essential items are met. Though exceptions have been provided to certain categories of establishments/offices and businesses to operate, it is to be ensured that only the bare minimum strength is deployed in such establishments. Exemptions needed to be well regulated and crowding at any place was to be avoided. Highlighting instances of harassment of medical workers engaged in COVID-19 treatment, it was stressed that States/UTs needed to take prompt action to ensure their safety and security. Upgrading medical infrastructure and scaling up of existing capacities have to be accorded top priority.
4. Principal Secretary to the PM pointed out that such measures have been necessitated on account of the scale of the pandemic and the lessons learnt from experience of other affected countries. He emphasized that enforcement of restrictions including social distancing norms may be strictly enforced and no crowding be allowed. Careful planning may be carried out to maintain the provision of essential services. Modalities for provision of essential services were to be worked out by the local administration and home delivery of the same encouraged. Inconvenience to the disadvantaged sections of society may be minimized and special provisions be made for the homeless, stranded labour/travellers, etc. Instances have been noted where healthcare professionals have been asked to vacate rented premises. States/UTs were also advised to ensure safety and security of medical personnel and other individuals/institutions involved in COVID-19 management and take strict action

against those compromising the safety and security of such persons. It was also advised that appropriate penal provisions may be invoked for effective implementation of the order.

5. Union Home Secretary informed the States/UTs that the said Order shall remain in force in all parts of the country for a period of 21 days w.e.f. 25.03.2020, and implementation would have to be ensured by the Central and State Governments/UT Administrations. This would be monitored by MHA on a daily basis. It was brought out that while a number of establishments/services had been exempted from these restrictions, they may be permitted to function with the bare essential staff/personnel required. E-commerce of essential commodities such as food, grocery, medicines may be allowed to enable door delivery. Industries with continuous processes such as steel, aluminum etc. may not be shut down but may function with minimal manpower. It was also necessary to publicize availability of essential commodities and services to avoid panic and discourage hoarding. Students in hostels may be allowed to continue to stay in them, while following social distancing norms. A dedicated control room may be set up in each district for monitoring and coordinating the lockdown. Helplines may be established to facilitate provision of essential commodities/services and medical supplies.

6. After detailed deliberations, the following directions were issued:

- i. States/UTs may take effective measures to prevent the spread of COVID-19, in due compliance of the Orders dated 24.03.2020 issued by NDMA and Home Secretary, and the guidelines prescribed therein.
- ii. MHA may monitor the implementation of these measures on 24/7 basis.
- iii. States/UTs may set up a control room in each district for coordinating COVID-19 related matters. Dedicated Helplines to facilitate provision of essential commodities and medical supplies may be established.
- iv. States/UTs may ensure that movement of people is restricted to the bare minimum. At the same time, care must be taken for ensuring provision of essential goods and services.
- v. Operation of exempted category of establishments/offices may be facilitated. E-commerce of essential commodities such as food, grocery, medicines etc. to enable door delivery may be encouraged and facilitated.
- vi. Steps may be taken to minimize inconvenience to the disadvantaged sections of the society.
- vii. States/UTs may accord the highest priority for upgrading medical infrastructure and scaling up of existing capacities.
- viii. Safety and security of medical personnel and other individuals/institutions involved in COVID-19 containment efforts may be ensured by State Governments/UT Administrations.
- ix. States/UTs may minimize the exceptions provided in the guidelines. Penal provisions may be invoked against those violating these guidelines.
