

Minutes of the Special State Executive Committee Meeting on CORONAVIRUS (COVID-19) held on 16th April, 2020 at Chief Secretary Conference Hall, Dispur

The list of officers present in the meeting is given at Annexure "A"

The meeting was chaired by Shri Kumar Sanjay Krishna, Chief Secretary to the Govt. of Assam.

After detailed discussion following issues were taken for necessary actions:

- National Directives for COVID -19 management to be enforced by the DCs in case of
 1. Work Spaces: Head of the Organisation (both government and private) will be responsible for enforcement of the COVID -19 directives in work spaces.
 2. Public Spaces: Concerned department will notify their separate departmental officials for enforcement of lockdown. In case of any violation they will report to Circle Officer for necessary action. Magistrates and the Incident Commanders to be designated as officers responsible for enforcement of the COVID-19 directives by the DCs. In case of Guwahati city, responsibility is to be entrusted ward wise by Deputy Commissioner in coordination with Commissioner of Police.
 3. Manufacturing Establishment: To ensure compliance of guidelines of COVID – 19, the Industries Department will notify officials against each category of industries/ industrial estate. The department shall also make a checklist for all existing industries in Assam and concerned District Administration will issue passes for vehicles arranged by the industrial units to enable employees to commute between workplace and their homes. Further, the Industrial units will have to submit a self-declaration to the District Administration that they will adhere to the National Directives and other guidelines before opening their establishments. Further, Industry department should carry out random checks for these industries based on the self-declarations.
- DCs to issue strict instructions on (1) compulsory wearing of face mask in all public & work places (2) strict ban on sale of liquor, gutka, tobacco etc. and (3) to prohibit spitting in public places.
- As per Chief Secretary's directive, a committee comprising Shri Neeraj Verma, as Chairperson , Pr. Secretary, UDD, Shri J.B Ekka, Pr. Secretary, P&RD, Shri K.K. Dwivedi, Commissioner & Secretary, Industries & Commerce and Shri M.S. Manivannan, Commission & Secretary, Revenue & DM Deptt. has been constituted to prepare the draft of " Interpretation of Guidelines" and will present it before the Special Executive Committee on 17th April, 2020.
- Police Department to honour the passes issued by NHM for smooth inter-district movement of health officials for COVID-19 related works.
- Agriculture department to ensure that daily and weekly markets / haats are closed till 3rd May, 2020. The department should explore the possibility of increasing the number of vendors selling vegetables through auto vans/mobile carts.
- Commissioner & Secretary, Transport Department will explore the possibility of making registration of newly acquired agricultural machineries like tractor and trailer for carrying out agricultural activities across the State.
- District Administration may allow home delivery of fish and poultry in their districts.

- CEO, ASDMA to prepare a draft letter to Chief Secretaries of Nagaland and Meghalaya and also to the concerned Home Secretary for unhindered inter-state movement of trucks carrying essential commodities to maintain the supply chain with South Assam and other North Eastern States.
- DCs will select at least one Common Service Centre (CSC) at each Gaon Panchayat to support e-help initiative as per the revised guidelines of MHA dt. 15th April,2020 (Para14 point IV).
- All DCs to ensure that all grocery shops should remain open from 9 AM -5PM during the lockdown period.
- FCS & CA to ensure timely home delivery of LPG cylinders by the service providers.
- DIPR to give wide publicity on the continuity of the services provided by self-employed persons, e.g, Electrician, IT repairs, Plumbers, Motor Mechanics and Carpenters during the lockdown period.
- Personal Department to ensure that all officers in the rank of Deputy Secretary and above will attend office after 20th April,2020. In case of Directorates, Directors are authorized to work out the requirement of employees for smooth functioning of the Directorate and prepare a roaster accordingly.
- SAD is requested to work out a route plan for picking up the officers from designated places through buses in order to avoid the use of private vehicles.
- GDD to ensure sanitization of the Secretariat Complex and Municipal areas of Guwahati city.
- Health Department apprised the house that 19 containment zones have been identified in the State relating COVID-19 cases. Out of these 19 containment zones five districts i.e. Golaghat, Morigaon, Nalbari, Goalpara and Dhubri have hotspot pockets with clusters. However, Assam does not have any district with large hotspot pockets. There are other districts which do not have hotspots but have been reporting cases like Cachar, Haikandi, Kamrup, Kamrup-M, Lakhimpur, S. Salmara and Karimganj. In the containment zones, no activities are allowed except those relating to essential services.

The meeting ended with vote of thanks from the Chair.


(Kumar Sanjay Krishna)
Chief Secretary to the Govt. of Assam

Dated: 16th April, 2020

Memo No. ASDMA.20/2020/ 53- A

Copy to:

1. All concerned.











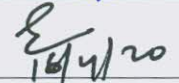



(M. S Manivannan)
Chief Executive Officer

Assam State Disaster Management Authority

SPECIAL STATE EXECUTIVE COMMITTEE MEETING OF ASDMA ON COVID-19 HELD IN CHIEF SECRETARY'S CONFERENCE HALL ON

16-04-2020

Attendance sheet

Sl. No.	NAME	DESIGNATION	ORGANIZATION	CONTACT NO	SIGNATURE
1	Kumar Sanjay Krishna	Chief Secretary, Assam			
2	Jishnu Barma	Asst Secy	Home, DM etc		
3	G P SryL	ADGP			
4	H. Singh	ADGP			
5	MP Gupta	CP			
6	K K Swivedi	Asst Secy	Transport		
7	Nisraj Verma	PS	Personal & Personnel		
8	M.S. Namiraman	CBS CEO	Rev & DM, HSP ASDMA		
9	DR J B Ekka	Principal Secy	LWD, (ARD)		
10	Rajesh Prasad	Asst Secy	Agri + Vety		
11	Sanjay Bohiya	PS to CM			
12	Anurag Chel	C+S	HFW		
13	A Chandhury	Asst Secy			
14	M. Singh	Asst Secy			