



IUD/Reg/Covid-19/2021

05 February 2021

**SOP for Preventive Measures to Contain Spread of COVID-19**

1. Further to Uttarakhand Government letter No. 1404/XXIV-C-4/2020-01(07)/2020 dated 11<sup>th</sup> December 2020 and IUD Office Order No. IUD/Reg/001/2021 dated 02 February 2021.
2. The University shall function in BLENDED MODE till end of the Even Semester from 22<sup>nd</sup> February 2021.
3. This SOP outlines various generic precautionary measures to be adopted in addition to specific measures to be taken at the University to prevent spread of COVID-19.
4. **Generic Preventive Measures.** The generic preventives measures include simple public health measures that are to be followed to reduce the risk of COVID-19. These measures need to be observed by all faculty, staff, students and visitors in the campus at all times. These include:
  - (a) Physical distancing of at least 6 feet to be followed as far as feasible.
  - (b) Use of face masks is mandatory to all.
  - (c) Frequent hand washing with soap (for at least 40-60 seconds).
  - (d) Keep/use of self alcohol-based hand sanitizers.
  - (e) Respiratory etiquettes to be strictly followed (covering one's mouth & nose while coughing/sneezing with tissue/handkerchief/flexed elbow and disposing off used tissues properly.
  - (e) Self monitoring of health by all and reporting any illness at the earliest.
  - (f) Spitting shall be strictly prohibited.
  - (h) Installation & use of Aarogya Setu App.
5. **Before Opening up of the University.**
  - (a) All area of the campus shall be sanitized with 1% sodium hypochlorite solution.
  - (b) No biometric attendance.
  - (c) Display of state helpline number (attached).
  - (d) The temperature of AC should be in 24-30C, relative humidity should be in the range of 40-70%, intake of fresh air and cross ventilation should be there.
  - (e) Gym will not be opened.
  - (f) Display of signage and posters indicating Do's and Don'ts.



6. **Planning and Scheduling of Activities.**

- (a) The academic calendar shall be planned with a view to avoid overcrowding, congregation etc preferably academic calendar shall be planned in batches.
- (b) The day-wise, time-wise scheduling of teaching/training activities may be done in a staggered manner to avoid overcrowding.

7. **Availability and Management of Supplies.**

- (a) Appropriate back up stock of hand sanitizers should be made available.
- (b) Availability of thermal guns, alcohol wipes and soap.
- (c) Pulse oximeter should be made available to check oxygen saturation levels.
- (d) Availability of sufficient covered dustbins and trash cans.
- (e) Availability of Isolation room.

8. **After Opening of the University.**

(a) **At the Entry Gate.**

- (i) Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening.
- (ii) Only asymptomatic persons to be allowed in the campus. If anyone found symptomatic, he/she should be referred to nearest health center.
- (iii) Posters on preventive measures about COVID-19 to be displayed prominently.
- (iv) Proper physical distancing norms shall be organized at all time.

(b) **Conduct of Teaching Activities in the Classrooms.**

- (i) Seating arrangement to ensure a distance of 6 feet between chairs/desks.
- (ii) Staggering of classroom activities to be done with separate timing slots, to allow for adequate physical distancing and disinfection of classroom premises.
- (iii) Academic scheduling should have intermix of regular classroom teaching and Online teaching/assessments.
- (iv) The teaching faculty will ensure that they themselves as well as the students wear masks throughout the conduct of the teaching activities.
- (v) Sharing of items like laptops, notebook, stationary etc. amongst students should not be allowed.





(c) **Conduct of Skill Based Training in Workshop/Labs.**

- (i) Ensure that the equipment has been disinfected, particularly the frequently touched surfaces before each use.
- (ii) Ensure a floor area of 4m<sup>2</sup> per person is available for working on equipment.
- (iii) Ensure that members sanitize their hands before and after using the equipment.

(d) **Activities in Common Area (Library/Canteen/Common Rooms).**

- (i) Physical distancing of 6 feet needs to be maintained.
- (ii) Must use mask/face cover all the time.
- (iii) As far as possible, avoid cash transactions.

8. **Hygiene & Sanitations.**

- (a) Daily cleaning of the floors.
- (b) Provision of soap/hand wash in toilets.
- (c) Cleaning & regular disinfection of frequently touched surfaces (door knobs, elevator button, hand rails, chairs, benches, washroom fixtures etc. should be on daily basis.
- (d) Teaching materials, computers, laptops, printers, shall be regularly disinfected.
- (e) Deep cleaning of all drinking and hand washing stations.

10. **Risk Communications.** All faculty/mentors should create/ensure:

- (a) Awareness amongst students not to gather in the campus in their free time.
- (b) Awareness amongst students to follow simple preventive health measures like hand hygiene, respiratory hygiene, physical distancing and wearing of masks.
- (c) Regular counseling for students reporting mental health issues such as anxiety and depression.

11. If a student/faculty/staff is sick, he/she should not come to the University till complete recovery and follow necessary protocol in this regard.



12. A committee is hereby constituted who is look after preventive measures to contain spread of COVID-19 in the University. Committee consists of the following:-

- |     |  |                     |
|-----|--|---------------------|
| (a) | Mr. Suneel Kumar (ILS) - 9412673528                        | - Chairman          |
| (b) | Dr. Farheen Mujeeb Khan (IBS) - 9897369249                 | - Member            |
| (c) | Ms Debanjali Burman Roy (ITS) - 7895903859                 | - Member            |
| (d) | Mr. Sanjeev Bisht (Admin) - 8218047561                     | - Member            |
| (e) | Dr. Mohd Sarfraz/Mr. Tasleem Khan (9219157017/8439706650)- | Member              |
| (f) | Mr BB Thapa - 7775094383                                   | - Ex-officio Member |

13. The committee will ensure/follow the following guidelines in case a student/faculty/staff develops symptoms (fever/cough/difficulty in breathing):-

- (a) Place the ill person in isolation room.
- (b) Inform parents/guardians as the case may be.
- (c) Patient will remain isolated while wearing a mask/face cover till such time they are examined by a doctor.
- (d) Immediately inform the nearest hospital/clinic or call the state/district helpline.
- (e) Disinfection of the premises to be taken up if the person is found positive.

14. All faculty/staff will ensure action/completion on the above guidelines.

  
Registrar

**Distribution**

All concerned.



## UTTARAKHAND HELPLINE NUMBERS

**Covid 19 Helpline** 104 OR 0135-2710334 OR 6398500571

**Ambulance** 108

**King Ambulance** 7091360310 , 7260937628

**FALCON Ambulance** 9205909876, 7368088573

### HOSPITAL

**Joshi Multispeciality Hospital - Selaqui** 070885 08508

**Civil Hospital, Dehradun** 0135-2627044

**CMI Hospital , Dehradun** 0135-2720238

**Max Hospital , Dehradun** 0135-6673000

**Doon Hospital, Dehradun** 0135-2659355

**FORTIS Hospital , Dehradun** 0135-7126667, 3980201

**O.N.G.C Hospital , Dehradun** 0135-2752969

**Bharat Heart Institute , Dehradun** 0135-2650580

**Param Hsopital , Dehradun** 0135-2673022

**POLICE** 100

**FIRE** 101

**WOMEN HELPLINE** 1090

**Child Helpline** 1098

**STATE DISASTER MANAGEMENT AUTHORITY** 1070 , 0135-2710334