



ABSTRACT

Disaster Management Act, 2005 - COVID -19 - Standard Operating Procedure (SOP) for the shops and other establishments with appropriate signage - Orders Issued.

REVENUE AND DISASTER MANAGEMENT (DM-II) DEPARTMENT

GO.Ms.No. 281

Dated: 06.06.2020

சார்வரி, வைகாசி 24
திருவள்ளூர் ஆண்டு 2051

Read :

1. G.O.(Ms) No. 172, Revenue and Disaster Management Department, dated 25.3.2020 and addendum issued thereon.
2. G.O.(Ms) No. 217 Revenue and Disaster Management Department, dated 3.5.2020 and addendum issued thereon.
3. G.O.(Ms) No. 245 Revenue and Disaster Management Department, dated 18.5.2020 addendum issued thereon.
4. G.O.(Ms) No. 262 Revenue and Disaster Management Department, dated 31.5.2020
5. G.O.(Ms) No. 263 Revenue and Disaster Management Department, dated 31.5.2020
6. Director of Public Health and Preventive Medicines Letter No.4736/IDSP/2020 dated 31.5.2020
7. From the Principal Secretary/ Commissioner of Revenue Administration Letter.No.OC-I/563/2020 dated.02.06.2020.

ORDER:

In the reference 1st to 5th read above, the Government have issued orders with regard to the guidelines to be followed during the lock down period in adherence to the notifications issued by Ministry of Home Affairs, Government of India from time to time.

2. Now, the Principal Secretary/Commissioner of Revenue Administration Government has proposed the certain Standard Operating Procedure (SOP) for the shops and other establishments with appropriate signage.

3. The Government accordingly issue the following Standard Operating Procedure (SOP) for shops and other establishments with appropriate signage.

1. Instruction to the shop owners/workers

- Hand wash facilities should be made available with soap and water or sanitizer at the entrance.
- Marking should be made in front of the shop with two meter distance for maintaining social distancing to avoid spreading of infection to others.
- Shop owner/Worker should wear face mask and gloves and avoid frequently touching the nose, mouth and eyes.
- At a time only one person should be allowed to buy the goods and minimum 4-5 persons shall be allowed to wait in the marking area.
- Shops should be well ventilated and to maintain the cross ventilation all window should be opened.

2. Signage

- At the entrance signage board (minimum 3*3 feet) should be displayed in all shops clearly indicating importance of wearing of mask, Hand washing and Social distancing.

3. Disinfection

- Shops floors and frequently touched place like handles, tables, door knobs should be disinfected with 1% hypochlorite solution (1 Kg of bleaching power in 30 liters of water) or 2.5% Lysol (1 litre of Lyson in 19 Liters water) at least 10 times a day.

4. Awareness to the employees

- All employees should be thoroughly oriented on COVID 19 with focus on hand washing, respiratory hygiene, social distancing, surface cleaning practices, self-care for any co-morbid conditions, seeking proper care at the earliest etc.,

5. Health of employees

- If any persons working in the shop having cough cold or fever should stay at home after consulting a doctor, get tested and should home quarantine himself for 7 days.

6. Instructions to the Customer's

- The persons who are having cough, cold or fever should not be allowed to enter inside the shop.
- All customers should wash their hand before entering and leaving the shop with soap and water or hand sanitizer.
- All persons should wear face mask. Persons without face mask shall not be allowed to buy any goods.
- All customers should wait in the marking area for maintaining social distancing.
- Unnecessarily should not touch anything in the shop.
- Once reached their home, they should wash their hands again.

(By order of the Governor)

**K.SHANMUGAM
CHIEF SECRETARY TO GOVERNMENT.**

To

The Principal Secretary/Commissioner
of Revenue Administration, Chepauk, Chennai – 600 005
All Secretaries to Government, Chennai – 600 009
All the District Collectors.
The Commissioner, Greater Chennai Corporation, Chennai.

Copy to

The Hon'ble Chief Minister Office, Chennai-09
The Special PA to Hon'ble Deputy Chief Minister, Chennai- 09
The Special PA to Hon'ble Minister for Revenue & Disaster Management
and Information Technology, Chennai-9.
The Private Secretary to Chief Secretary to Government,
Chennai-9.

/Forwarded By Order/

Devi MS
5/1/2020
SECTION OFFICER