

**GOVERNMENT OF ASSAM
HEALTH & FAMILY WELFARE DEPARTMENT
DISPUR, GUWAHATI-781006**

HLA.270/2020/PT/90

Dated Dispur, the 24th May 2021

CONTINUED SOP FOR COVID VACCINATION CUM TESTING CENTERS

Whereas it is reported that there is a huge rush of people at the Covid Vaccination Centers; and
Whereas there are reports of inadequate seating area and people had to wait for few hours before they get vaccination in the CVC; and

Whereas as Gol vide DO No.1940407/2020/Imm. Dated 23rd May, 2021 has allowed to facilitate on site vaccination with State Govt. approval as per need; and

Whereas it is reported that there is apprehension of many Covid positive persons taking vaccines at the Covid Vaccination Centers; and

Whereas there is huge demand from various organizations, particularly from service providers of essential services, for vaccination; and

Whereas Schools/Colleges/Institutions are now vacant due to closure and have large number of rooms where people can be seated;

Therefore, in continuation of SOP for COVID vaccination already issued vide No. HLA.264/2020/10 Dated the 17th May, 2021, it is further directed as follows:

1. Testing and vaccination for COVID-19 should be made available in the same premises in different locations so that the testing process always precedes the vaccination. This will ensure that COVID-19 positive persons are not vaccinated.
2. While setting-up additional CVC in an educational Institutions and community halls, following measures should be ensured as given below:
 - a) The educational institutions/community halls should be within 2-3 KM radius of the Health Institutions.
 - b) The vaccination site to be more spacious so as to maintain physical distancing and avoid overcrowding as these vaccination centers will do mostly on-spot registration.
 - c) There should be atleast three rooms designated as waiting area, vaccination area and observation area.
 - d) There should be adequate sitting arrangement, drinking water and toilet facility.



- e) The IEC materials related to COVID Vaccination should be displayed at entrance gate, waiting area, vaccination area and observation area.
 - f) There should be a proper plan and contact details displayed at the CVC for AEFI management.
 - g) One vaccination team can vaccinate 200 beneficiaries per day. If required, more than one team can be engaged for vaccination.
 - h) There should be a proper plan for crowd management.
3. The beneficiaries can come for vaccination after taking online slot booking or walk-in for spot registration. The district should divide the total slots among online and on-spot slot, Covid Vaccination Centre specifically i.e. on spot will have on spot only and online will have a limited on spot at the end of the day to avoid vaccine wastage.
4. The following category of officials/ personnel who should be given priority for vaccination.
- a) Bank Employees, Transport Workers, VDP etc.
 - b) Municipal Corporation staff and workers
 - c) Field Staff of Petrol pump, LPG, Employees working for home deliveries etc.
 - d) Field Staff of Railway, Airlines etc.
- The list of employees is not exhaustive. The list shall include field staff engaged in all essential service duties and is not applicable to persons where restrictions are imposed under DM Act. However, when the vaccination of all such person is prioritized in a phased manner, vaccination to other citizens should not be hampered.
5. A token system may also be introduced at the vaccination centres so that not more than 10 persons stand in a queue as per their token number while the others continue to wait while sitting.
6. The senior citizens/lactating mothers/persons with special ability, should be given priority in vaccination and whenever such persons report to the vaccination center, they should be called for vaccination immediately by-passing others.
7. Proper use of vaccine doses is to be ensured to reduce vaccine wastage. Proper training for capacity building and developing the skill of employees engaged for vaccinating should be undertaken so that not a single dose of vaccine is wasted.



8. Each Deputy Commissioner should try to innovate and create a model vaccination cum testing centre in the district and share the same through Social Media or other methods for public awareness and involvement.

All DIOs are to ensure that for identification of additional Covid Vaccination/Testing Centers, the above mentioned points are strictly adhered to, in consultation with DCs and ADC, i/c Vaccination and testing.

This SOP comes into force with immediate effect.

Principal Secretary to the Govt. of Assam,
Health & Family Welfare Department.

Memo No. HLA.270/2020/PT/90 – A

Dated Dispur the 24th May, 2021.

Copy to:-

1. The Principal Secretary to Hon'ble Chief Minister, Assam, Dispur.
2. The Mission Director, National Health Mission, Assam, Guwahati-5
3. The Director of Health Services, Assam, Hengerabari, Guwahati-36.
4. The Director of Health Services (FW), Assam, Hengerabari, Guwahati-36.
5. The Director of Medical Education, Assam, Sixmile, Khanapara, Guwahati-22.
6. The Principal-cum-Chief Superintendent all Medical Colleges of Assam.
7. The Superintendent all Medical College & Hospitals of Assam.
8. The Deputy Commissioner (all districts).
9. The Joint Director of Health Services (all districts).
10. The Additional Chief Medical & Health Officer (all districts)
11. The District Immunization Officer (all districts)
12. PS to Hon'ble Minister, Health & Family Welfare, Assam, Dispur.

By order etc.,

Joint Secretary to the Govt. of Assam,
Health & Family Welfare Department,