

**GOVERNMENT OF ASSAM  
HEALTH & FAMILY WELFARE DEPARTMENT  
DISPUR::: GUWAHATI**

No.HLB. 109/2020/Pt/24

Dated, Dispur the 14<sup>th</sup> May, 2020

**STANDARD OPERATING PROCEDURES  
FOR  
RETURN OF RESIDENTS OF ASSAM FROM OTHER PARTS OF INDIA BY TRAINS**

**1. Background**

1.1.Ministry of Railways (MoR) has decided that train services on Indian Railways shall be partially restored w.e.f. from 12<sup>th</sup> May 2020 in a graded manner.

**2. Passenger Data**

2.1.Assam Police authorities will provide passenger manifest after categorisation of passengers by destination railway station wise to National Health Mission, Assam. The list will contain names & mobile numbers of the passengers

2.2.On receipt of the passenger list, the passengers will be contacted by 104 services of NHM to obtain the residential districts/ addresses, and destination districts lists will be generated.

2.3.104 services will also ask passengers to download Arogya Setu app on their mobile devices and submit forms of undertaking, as directed by Government of India.

2.4.The district-wise lists will be communicated to the Deputy Commissioners for advance planning/ action.

**3. Transportation arrangements from de-boarding stations:**

3.1. On receipt of the passenger list from NHM by destination district Deputy Commissioners, they will make arrangements for transportation from the de-boarding railway station lounge to the destination district HQ. Responsible officer will take over the passengers from the de-boarding station district authorities.

**4. Arrangements at de-boarding stations**

4.1. Deputy Commissioner will make temporary lounge outside the station building with separate sections for different destination districts. A

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special space will be earmarked for all symptomatic passengers. Refreshments, toilets etc. will be provided at the lounge area.

4.2. Medical teams will be deployed for screening passengers.

4.3. Deputy Commissioner will arrange medical screening of passengers, and segregate as follows:-

**4.3.1. Symptomatic passengers:** The passengers who are found to be symptomatic shall undergo detailed medical examination at the de-boarding station. If necessary, they will undergo isolated institutional quarantine at de-boarding station district. Otherwise, if allowed, they will proceed to the institutional quarantine facility arranged by the Deputy Commissioner of destination district.

4.3.1.1. As an exception, the following passengers will be allowed to go for home quarantine in the destination district subject to being medically allowed, and provided they are non-symptomatic.

- a. Pregnant women
- b. Elderly person, over 75 years and requiring assistance.
- c. Person due to attend funeral and rituals associated with death.
- d. Children below 10 years of age
- e. Divyang

**4.3.2. Asymptomatic passengers:** They will be guided to lounge area. They will be handed over to representative of destination districts for onward journey in officially provided vehicles to the district HQ and then onwards to the institutional quarantine facilities arranged by the destination district administration.

## 5. Quarantine of passengers

5.1. All train passengers to Assam, irrespective of boarding station, will be **first put in institutional quarantine.**

### 5.2. Institutional Quarantine

5.2.1. The returnee passengers shall be kept under the institutional quarantine and then **tested at the earliest and positively within the first seven days.** If they **test negative, they will be allowed to go for home quarantine,** after stamping on both hands. Total quarantine period including periods of **both institutional & home quarantine of a passenger should not be less than 14 days.**

5.2.2. Each passenger has to be accommodated in a single room with attached toilet.

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- 5.2.3. Couples and families may be accommodated in the same room.
- 5.2.4. District Collectors should, wherever necessary, requisition hotels/ lodges/ forest guest house and similar facilities owned by private persons for accommodating returnees.
- 5.2.5. Room rent/ rental charge of the institutional quarantine facilities will be assessed by DCs and borne by the Government.
- 5.2.6. Once hotels/ lodges are exhausted, quarantine facilities can be set up in various institutions viz. marriage halls/ prominent educational institutes/ other establishments where single toilet can be provided to one individual or to a group who have travelled together, as deemed suitable by Deputy Commissioner.
- 5.2.7. As far as possible, Institutional facility should be identified in proximity to the residence of the returnees. Deputy Commissioners would be at liberty to add more facilities to this list, provided that these facilities have separate rooms with attached toilets.
- 5.2.8. If the number of passenger to be kept in institutional quarantine is beyond the capacity at district/ sub-divisional headquarters, then institutional quarantine facilities will be created in the constituency to which the passenger belongs. For this purpose, **Constituency Wise Quarantine Management Committee** will be notified soon.
- 5.2.9. Constituency Wise Quarantine Management Committee will inter-alia, (a) prepare institutional quarantine centres in the constituency area which may be spread in various blocks/ villages and (b) management of food supplies, hygiene, security, medical arrangements etc. in facility quarantine centres
- 5.2.10. Similar food will be provided to all passengers under institutional quarantine facility of any type across the district according to per person/ per day norms, to be circulated separately.
- 5.2.11. Medical teams will conduct periodic checks in the quarantine facility to detect infection, if any in the facility.
- 5.2.12. A separate clinical guideline will be issued for swab collection/ management of symptomatic cases/ release from institutional quarantine/ district level discharge board/ treatment protocol.

### 5.3. Home Quarantine

- 5.3.1. Home quarantine of passengers will imply that the entire residence is a containment zone, during the quarantine period. No person will be allowed to enter or exit the zone during the quarantine period.

*S. Gupta*  
14/5/20



**5.3.2.**In rural areas, **Village Level Home Quarantine Management Committee** will be notified soon.

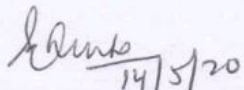
**5.3.3.**Village Level Home Quarantine Management Committee will **decide in case of each passenger recommended for Home Quarantine whether the person will be quarantined in his/ her residence or the local community centre**, keeping in mind that in case the person stays at his residence, the same will become a containment zone for all residents of that house.

**5.3.4.**Food for the quarantine period will be provided by district administration/ BDOs directly to the quarantine families or through the committee, if necessary.

## **6. Mobilisation of volunteers**

**6.1.1.** If required, the district administration will mobilise volunteers from organisations like NCC/ NSS/ NYK / other social organisations and utilise their services for community involvement in the entire exercise.

This SOP comes into immediate effect and will be updated, as per need of the dynamic circumstances.

  
14/5/20  
(Samir K Sinha, IAS)

Principal Secretary to Government of Assam  
Health & Family Welfare Department

Memo No.HLB. 109/2020/Pt/24-A

Dated Dispur the 14<sup>th</sup> May, 2020

Copy to:

1. Chief Secretary, Assam.
2. Director General of Police, Assam.
3. Additional Chief Secretary, Home & Political and Social Welfare Departments.
4. Shri G P Singh, IPS, ADGP (L&O)
5. Shri Harmeet Singh, IPS, ADGP (S)
6. Principal Secretary to Hon'ble Chief Minister, Assam.
7. Principal Secretary, Panchayat & Rural Development Department.
8. Commissioner & Secretary, Transport Department, Dispur.
9. Commissioner & Secretary, Health & Family Welfare Department.
10. Commissioner of Transport, Assam
11. Managing Director, ASTC.
12. Mission Director, National Health Mission, Assam.

13. All Deputy Commissioners / Sub-Divisional Officers (Civil).
14. All Superintendents of Police
15. DME/ DHS, Assam.
16. All Principals/ Superintendents, Medical College Hospital.
17. All Joint Directors of Health Services, Assam.
18. P.S. to Hon'ble Minister, Health & F.W. Department
19. P.S. to Hon'ble Ministers of State, Health & F.W. Department
20. Any other concerned

*h. Danta 14/5/20*

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