

**GOVERNMENT OF MEGHALAYA
HEALTH & FAMILY WELFARE DEPARTMENT**

No. Health.99/2020/Pt.II/16

Dated Shillong, the 16th July, 2020.

PROTOCOL FOR COMMUNITY COVID-19 MANAGEMENT COMMITTEE

Community COVID-19 Management Committees/Teams have come up organically in all the Districts to provide sensitive support to their own members and assist the Government in its fight against COVID-19. They comprise of the following members and the protocol for the Community Management Team is hereby issued.

COMPOSITION

1. Headman/Dolloi/Nokma of the Village/locality	:	Chairman
2. Secretary of the Village	:	Member Secretary
3. Secretary of the VEC, MGNREGS	:	Member
4. Pastor/Priest/Leader of Religious institution	:	Member
5. ASHA Worker	:	Member
6. Anganwadi Worker	:	Member
7. One Assistant Teacher(Male)	:	Member
8. One Assistant Teacher(Female)	:	Member
9. Women's Group Representative	:	Member
10. Youth representative	:	Member
11. One Community Volunteer	:	Member
12. Sector Officer	:	Advisor

The Chairman of the Committee may co-opt any other members from among the village/locality and the total number of members may not exceed 15.

ROLES AND FUNCTIONS

The **Community Covid-19 Management Committee** will perform its roles and functions as indicated below:-

1. The Committee shall identify a site/place which can be utilized as a community quarantine centre for the village/locality and ensure that these centres are adequately furnished with beds, and have proper electricity, water supply, toilets, etc. The Committee will seek the assistance of the Village Employment Council (VEC), Voluntary Organisations, Self Help Groups (SHGs), Village Water & Sanitation Committee (VWSC) to identify and furnish such areas. The residents may also be encouraged to pool in resources or contribute items for use in the centre.
2. The Community COVID-19 Management Committee will ensure that all person(s) who have been advised 14 days **mandatory quarantine** strictly adhere to the guidelines either at home or the community quarantine centre and also maintain the **self-reporting diary**. It shall report to the Sector Officer if there are persons who are violating the same.

3. The Committee will ensure all sensitive support to quarantined persons/families. The Committee shall ensure that there is no **stigmatization** of quarantined persons in the village/locality and cause awareness on the same. It shall also extend support by fetching the required rations, water, medicines, etc., to those under quarantine. They will assist them at the local level or report to the Sector Officer if there is any difficulty.
4. The Committee shall ensure that all the residents are aware of and strictly comply to all Government directives pertaining to lockdown, curfews, containment, relaxations in view of COVID-19 scenario.
5. The Committee shall provide assistance to the ASHA, Medical & Health Officer, Sector Officer whenever visits or medical examinations have to be done for the quarantined persons. They shall co-ordinate with the ASHAs/health workers for monitoring of all such cases. The Committee shall report to the Sector Officer/Control Room/Medical Officers if any person is displaying symptoms of COVID-19.
6. As per the protocol given by the State Government, any person entering the District who are displaying any symptoms during medical examination may be put under institutional quarantine in facilities arranged by the district administration. Villages/localities which do not have appropriate set-up for community quarantine can request for institutional quarantine which will be granted purely on need or emergency medical basis.
7. **The Committee shall also help in the Contact Tracing of those persons who have come into contact with positive cases.**
8. The Committee shall help the ASHA/AWW in the village/locality in causing awareness on Coronavirus and its symptoms. By engaging volunteers, it shall also effect behavioural change among community members by teaching the residents on the importance of following the three recommended health practices: **(i) wearing a mask in public places (ii) maintaining hand hygiene (washing hands frequently with soap and water or using a hand sanitizer) and (iii) maintaining physical distancing.**
9. The Committee should devise innovative methods to sensitize every person in their locality to get a right understanding about the two distinct characteristics of the COVID-19 virus – its high transmissibility and its invisible nature. The Committee should help every individual to change their routine behavior by creating a protective shield around them, by following the three recommended health practices to isolate the virus in their daily activities.
10. The Committee shall discourage spitting in public places as spitting poses risk of transmission of COVID-19 and other communicable diseases like TB, hepatitis, viral meningitis among others. The Committee will take steps to identify the elderly and co-morbid persons, including pregnant women and young children while effecting behavioural change. It will also assist in training of caregivers for the elderly and co-morbid persons.

11. The Committee shall undertake preparatory steps on burying/cremating the dead as per the COVID-19 guidelines. It will mobilize the services of religious leaders and counselors to provide sensitive support to the bereaved family.
12. The Committee shall engage with religious heads to ensure that all government protocols in regard to religious gatherings, wedding ceremonies, etc., are strictly followed.
13. The Committee will ensure attendance of Committee members in **trainings and awareness programs** on COVID – 19 conducted by Government or Government agencies.
14. The Committee shall assist the Magistrate-in-Charge and the Police Officials in enforcing the three recommended health practices in the public places.
15. The Committee shall make efforts to identify '**best practices**' from the community. For example, a family/individual that follows the three recommended health practices diligently may be given public appreciation so as to encourage others to do the same.
16. The Committee will undertake any other task related to effective management of COVID-19 at the village/locality level.

Sd/-

(Sampath Kumar, IAS)

Commissioner & Secretary to the Govt. of Meghalaya,
Health & Family Welfare Department

Dated Shillong, the 16th July, 2020.

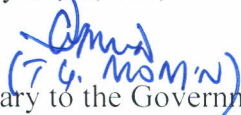
Memo No. Health.99/2020/Pt.II/16-A

Copy to:-

1. The P.S. to the Chief Minister, Meghalaya for kind information of Chief Minister.
2. The P.S. to the Deputy Chief Minister, Meghalaya for kind information of Deputy Chief Minister.
3. The P.S. to the Minister i/c Health & Family Welfare Department, Meghalaya for kind information of Minister.
4. The P.S. to the Chief Secretary to the Government of Meghalaya for kind information of Chief Secretary.
5. The Commissioner & Secretary to the Government of Meghalaya, Health & Family Welfare Department.
6. The Secretary to the Government of Meghalaya, Health & Family Welfare Department.
7. The Deputy Commissioner,
East Khasi Hills, **Shillong** /West Khasi Hills, **Nongstoin** /South-West Khasi Hills, **Mawkyrwat**/ East Jaintia Hills, **Khliehriat**/West Jaintia Hills, **Jowai** /Ri-Bhoi District, **Nongpoh** /West Garo Hills, **Tura**/ South-West Garo Hills, **Ampati** /East Garo Hills, **Williamnagar** / South Garo Hills, **Baghmara** / North Garo Hills, **Resubelpara**.
8. The Director of Health Services, (MI)/MCH&FW)/(Research), Meghalaya, Shillong.
9. The Director of Community & Rural Development, Meghalaya, Shillong.
10. The Director of Information & Public Relations, Meghalaya, Shillong.
11. The Mission Director, State Rural Employment Society, Meghalaya, Shillong.
12. Project Director, District Rural Development Agency_____

13. The Joint Director of Health Services, MCH&FW, I/c IDSP, Meghalaya, Shillong.
14. All Block Development Officers.
15. The District Medical & Health Officer,
East Khasi Hills, **Shillong** /West Khasi Hills, **Nongstoin** /South-West Khasi Hills,
Mawkyrwat/ East Jaintia Hills, **Khliehriat**/West Jaintia Hills, **Jowai** /Ri-Bhoi District,
Nongpoh /West Garo Hills, **Tura**/ South-West Garo Hills, **Ampati** /East Garo Hills,
Williamnagar / South Garo Hills, **Baghmara** / North Garo Hills, **Resubelpara**

By order, etc.,


Joint Secretary to the Government of Meghalaya,
Health & Family Welfare Department

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