

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

No.Health.83/2020/Pt.II/1,

Dated Shillong,the 23rd March,2020.

From: T.G.Momin,MCS,
Joint Secretary to the Government of Meghalaya,
Health & Family Welfare Department.

To

The Deputy Commissioners,
East Khasi Hills, Shillong/West Khasi Hills, Nongstoin/Ri Bhoi District, Nongpoh/ West Jaintia Hills District,Jowai/West Garo Hills District, Tura / East Garo Hills District, Williamnagar/South Garo Hills District, Baghmara/North Garo Hills, Resubelpara/South West Garo Hills, Ampati/East Jaintia Hills, Khliehriat/South West Khasi Hills, Mawkyrwat.

Sub:- Instruction to all Deputy Commissioners on Setting- up of Control Room and Response Team.

Sir/Madam,

I am directed to request you to ensure that the following actions are taken on setting up of control room and its operations.

1. A Magistrate level officer should be put in charge of the Control Room of the District with District Surveillance Officer as a part of the Team.
2. District Disaster Management Officer (DDMO) should be entrusted with arranging all stationeries,resources for the control room and any other matters. Expenses can be borne under the Disaster management account for the time being.
3. The Control Rooms should have at least 2-3 callers for each C. & R. D. Block or Health Block (as per convenience). These callers can be sourced internally within the administration of the District or through volunteers.
4. DDMO and Civil Defence should also arrange for adequate number of volunteers to move around the District in case some areas are non-responsive or not reachable by mobile phone.
5. Each of the caller should be given a list of villages (maximum 40-50) with phone numbers of village headman,VEC Secretary, ASHA worker and Anganwadi worker of every village.The idea is to ensure more than one office bearer is called from a village to check of any symptoms etc.,.
6. Each caller should call all the 4 office bearers of the village to ask questions about any persons with a travel history in the village in the last 14 days to places outside the state i.e. to the affected areas/countries.
7. Any person found with recent travel history to affected places should be encouraged to register through 108 or online self registration page meghalayaonline.gov.in/covid.A separate register should be maintained by the control room also to follow up the cases.
8. The surveillance officer/Medical Volunteers should assess based on symptoms and probability on any potential cases and pay more attention to the same.
9. If there are any symptoms identified, Medical officer of the concerned PHC/ Civil hospital can attend to the patient at home and see if the symptoms are mild, moderate or severe. In case of it being mild or moderate, the patient can be isolated at home and treated there. (Personal Protection Equipment's to all ASHA and Anganwadi are expected to be provided at the earliest possible time).

10. A daily report on the number of calls made and number of travellers detected should be tabulated and submitted to the Deputy Commissioner. A copy should go to the concerned Superintendent of Police as well.

11. Mobile Screening camps may be set at District entry and exit points for checking of travellers.

Yours faithfully,



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

Memo.No.Health.83/2020/Pt.II/1-A,

Dated Shillong, the 23rd March, 2020.

Copy to :-

1. Private Secretary to Chief Secretary for kind information of the Chief Secretary.
2. Commissioners & Secretary/Secretary, Health & F.W.Department
3. Director of Health Services (MI)/(MCH &FW)/(Research), Meghalaya, Shillong.

By Order etc.,

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