


Endst. No. Gen/Steno/19/ 3293-3392

Dated : 17-6-20 20

Copy of the Order vide Endst. No. 7459-7519/MA/CO dated 07.06.2020 received from District Magistrate-cum-Chairperson DDMA, Kurukshetra regarding **the preventive measures to be followed in the Hotels, restaurants and other hospitality services during Lockdown** is forwarded to the following for information and necessary action, please:

1. All the Deans/Directors/Chairpersons/Principals/Heads of UTDs/Non-teaching Offices/ Institutes/Chief Wardens (Men/Women) of Kurukshetra University Kurukshetra
2. Director, IT Cell to upload the notification on KUK website.
3. OSD to the Vice-Chancellor for kind information of the Vice-Chancellor.
4. Supdt. O/o the Registrar for kind information of the Registrar.


17.6.2020
Assistant Registrar (General)
for Registrar

Mali
Branch
15/6/2020
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OFFICE OF THE DISTRICT MAGISTRATE, KURUKSHETRA.
ORDER

Whereas, the District Kurukshetra has been notified LOCKDOWN by the Ministry of Home Affairs, Government of India Order No. 40-3/2020/DM-I(A) Dated 30-5-2020 and Chief Secretary-cum-Chairperson, Haryana State Executive Committee, Govt. of Haryana, Hayana State Disaster Management Authority vide order No. DMC-SPO-2020/6123 Dated 30-5-2020 for a further period upto 30th, June, 2020, Ministry of Health & Family Welfare (MoHFW), Government of India vide No. F. No. 2.28015/19/2020-EMR (Pt.) dated 04.06.2020 and Additional Chief Secretary to Govt. of Haryana, Urban Local Bodies Department, Chandigarh Memo no. ADULB/Admn./2020/30179 Dated 7-6-2020 and in continuation of this office memo no. 14955-15054/MA/CO Dated 1-6-2020.

And whereas, the undersigned exercised of powers under The Disaster Management Act, 2005 and empowered under Epidemic Disease Act, 1897 to issue directions regarding containment measures to prevent and contain the spread of nCOVID-19 disease. I, **Dhirendra Khadgata, IAS, District Magistrate-cum-Chairperson, District Disaster Management Authority, Kurukshetra** do, hereby, regulate the operations of following activities in District Kurukshetra, for strict compliance,

Lockdown will remain in force upto 30th June, 2020

Hotels, restaurants and other hospitality services:-

Hotels in containment zones shall remain closed. Only those outside containment zones will be allowed to open up subject to following restrictions:-

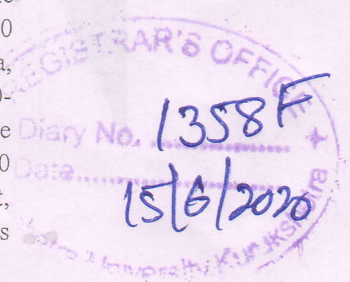
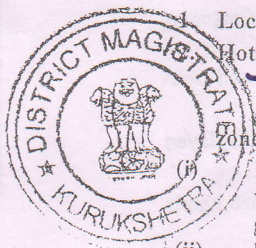
- (i) Banquet Halls with approx. size of around 2000 sq. ft. and above shall be allowed to operate with maximum of 50 guests at a time by following the formula of social distancing i.e., 2 gaz ki doori.
- (ii) Restaurants in Hotels shall be allowed to operate with only 50% of the capacity. No Buffet service shall be allowed. Only ala carte (ordering Individually on the menu) services are allowed.
- (iii) No Bars in the restaurants shall be allowed.
- (iv) Room service or take aways for dine in rooms shall be allowed.
- (v) Gaming Arcades and Children Play Areas (wherever applicable) shall remain closed.
- (vi) All workers should wear masks.
- (vii) Persons above 65 years of age, persons with comorbidities, pregnant women and children below the age of 10 years are advised to stay at home, except for essential and health purposes. Hotel management to advise accordingly.
- (viii) Use of face covers/masks to be made mandatory.
- (ix) Practice frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be made wherever feasible.
- (x) Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
- (xi) Self-monitoring of health by all and reporting any illness at the earliest to state and district helpline.
- (xii) Spitting shall be strictly prohibited.
- (xiii) Installation and use of Aarogya Setu app shall be advised to all.

Restrictions for operation of Restaurants:-

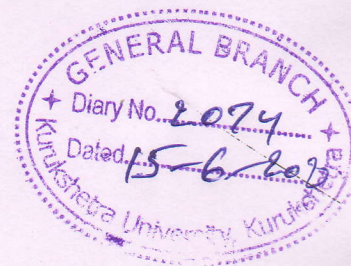
- (i) Restaurants shall be allowed to take orders from customers from 09:00 AM to 08:00 PM and operate only with the 50% seating capacity.
- (ii) No Buffet service shall be allowed. Only ala carte (ordering individually on the menu) services are allowed.
- (iii) No Bars in the restaurants shall be allowed.
- (iv) All workers should wear masks and gloves.
- (v) Sanitization should be done at regular intervals.

3. All Hotels shall ensure the following arrangements:

- i. Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions.
- ii. Only asymptomatic staff and guests shall be allowed.
- iii. All staff and guests to be allowed entry only if using face cover/masks. The face cover/masks has to be worn at all times inside the hotel.
- iv. Adequate manpower shall be deployed by hotel management for ensuring social distancing



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norms.

- v. Staff should additionally wear gloves and take other required precautionary measures.
 - vi. All employees who are at higher risk i.e. older employees, pregnant employees and employees who have underlying medical conditions, to take extra precautions. They should preferably not be exposed to any front-line work requiring direct contact with the public. Hotel management to facilitate work from home wherever feasible.
 - vii. Proper crowd management in the hotel as well as in outside premises like parking lots—duly following social distancing norms shall be ensured. Large gatherings/congregations continue to remain prohibited.
 - viii. Valet parking, if available, shall be operational with operating staff wearing face covers/masks and gloves as appropriate. A proper disinfection of steering, door handles, keys, etc. of the vehicles should be taken up.
 - ix. Preferably separate entry and exits for guests, staff and goods/supplies shall be organized. Maintaining physical distancing of a minimum of 6 feet, when queuing up for entry and inside the hotel as far as feasible. Specific markings may be made with sufficient distance to manage the queue and ensure social distancing in the premises.
 - x. Number of people in the elevators shall be restricted, duly maintaining social distancing norms. Use of escalators with one person on alternate steps may be encouraged.
 - xi. Details of the guest (travel history, medical condition etc.) along with ID and self-declaration form must be provided by the guest at the reception.
 - xii. Posters/standees/AV media on preventive measures about COVID-19 to be displayed prominently.
 - xiii. Hand sanitizers must be kept at the reception for guests to use. Guests to sanitize hands before and after filling relevant forms including A&D register.
 - xiv. Hotels must adopt contactless processes like QR code, online forms, digital payments like e-wallet etc. for both check-in and check-out.
 - xv. Luggage should be disinfected before sending the luggage to rooms.
 - xvi. Guests who are at higher risk i.e. those who are older, pregnant or those who have underlying medical conditions are advised to take extra precautions.
 - xvii. Guests should be advised not to visit areas falling within containment zone
 - xviii. Required precautions while handling supplies, inventories and goods in the hotel shall be ensured. Proper queue management and disinfection shall be organized.
- Appropriate personal protection gears like face covers/masks, gloves and hand sanitizers etc. shall be made available by hotel to the staff as well as the guests.
- Detailed guidelines issued for restaurants shall be followed.
- a. Seating arrangement in the restaurant also to be made in such a way that adequate social distancing is maintained.
 - b. Disposable menus are advised to be used.
 - c. Instead of cloth napkins, use of good quality disposable paper napkins to be encouraged.
 - d. Contactless mode of ordering and digital mode of payment (using e-wallets) to be encouraged.
 - e. Buffet service should also follow social distancing norms among guests.
- xxi. Room service or takeaways to be encouraged, instead of dine-in. Food delivery personnel should leave the packet at guest or customer's door and not handed directly to the receiver. The staff for home deliveries shall be screened thermally by the hotel authorities prior to allowing home deliveries.
 - xxii. For room service, communication between guests and in-house staff should be through intercom/ mobile phone and room service (if any) should be provided while maintaining adequate social distance.
 - xxiii. Gaming Arcades/Children play areas (wherever applicable) shall remain closed.
 - xxiv. For air-conditioning/ventilation, the guidelines of CPWD shall be followed which inter alia emphasises that the temperature setting of all air conditioning devices should be in the range of 24-30°C, relative humidity should be in the range of 40- 70%, intake of fresh air should be as much as possible and cross ventilation should be adequate.
 - xxv. Effective and frequent sanitation within the premises shall be maintained with particular focus on lavatories, drinking and hand washing stations/areas.
 - xxvi. Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (door knobs, elevator buttons, hand rails, benches, washroom fixtures, etc.) to be made mandatory in all guest service area and common areas.
 - xxvii. Proper disposal of face covers / masks / gloves left over by guests and/or staff should be ensured.
 - xxviii. Deep cleaning of all washrooms shall be ensured at regular intervals.



- xxix. Rooms and other service areas shall be sanitized each time a guest leaves.
- xxx. In the kitchen, the staff should follow social distancing norms at work place. Kitchens area must be sanitized at regular intervals.
- xxxi. In case of a suspect or confirmed case in the premises:
 - a. Place the ill person in a room or area where they are isolated from others.
 - b. Provide a mask/face cover till such time he/she is examined by a doctor.
 - c. Immediately inform the nearest medical facility (hospital/clinic) or call the state or district helpline.
 - d. A risk assessment will be undertaken by the designated public health authority (district RRT/treating physician) and accordingly further action be initiated regarding management of case, his/her contacts and need for disinfection.
 - e. Disinfection of the premises to be taken up if the person is found positive.

1. All Restaurants shall ensure the following arrangements:

- i. Takeaways to be encouraged, instead of Dine-In. Food delivery personnel should leave the packet at customer's door. DO NOT handover the food packet directly to the customer.
- ii. The staff for home deliveries shall be screened thermally by the restaurant authorities prior to allowing home deliveries.
- iii. Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions.
- iv. Only asymptomatic staff and patrons shall be allowed.
- v. All staff and patrons to be allowed entry only if using face cover/masks. The face cover/masks has to be worn at all times inside the restaurant.
- vi. Posters/standees/AV media on preventive measures about COVID-19 to be displayed prominently.
- vii. Staggering of patrons to be done, if possible.
- viii. Adequate manpower shall be deployed by restaurant management for ensuring social distancing norms.
- ix. All employees who are at higher risk i.e. older employees, pregnant employees and employees who have underlying medical conditions, to take extra precautions. They should preferably not be exposed to any front-line work requiring direct contact with the public. Restaurant management to facilitate work from home wherever feasible.
- x. Proper crowd management in the parking lots and outside the premises – duly following social distancing norms shall be ensured.

Additional patrons to be seated in a designated waiting area with norms of social distancing.
- xi. Valet parking, if available, shall be operational with operating staff wearing face covers/masks and gloves as appropriate. A proper disinfection of steering, door handles, keys, etc. of the vehicles should be taken up.

Specific markings may be made with sufficient distance to manage the queue and ensure social distancing in the premises.
- xiv. Preferably separate entry and exits for patrons, staff and goods/supplies shall be organized.
- xv. Required precautions while handling supplies, inventories and goods in the restaurant shall be ensured. Proper queue management and disinfection shall be organized.
- xvi. Maintaining physical distancing of a minimum of 6 feet, when queuing up for entry and inside the restaurant as far as feasible.
- xvii. Seating arrangement to be made in such a way that adequate social distancing is maintained. In restaurants, not more than 50% of seating capacity to be permitted.
- xviii. Disposable menus are advised to be used.
- xix. Instead of cloth napkins, use of good quality disposable paper napkins to be encouraged.
- xx. Buffet service should also follow social distancing norms among patrons.
- xxi. Number of people in the elevators shall be restricted, duly maintaining social distancing norms.
- xxii. Use of escalators with one person on alternate steps may be encouraged.
- xxiii. For air-conditioning/ventilation, the guidelines of CPWD shall be followed which inter alia emphasises that the temperature setting of all air conditioning devices should be in the range of 24-30°C, relative humidity should be in the range of 40- 70%, intake of fresh air should be as much as possible and cross ventilation should be adequate.
- xxiv. Large gatherings/congregations continue to remain prohibited.
- xxv. Effective and frequent sanitation within the premises shall be maintained with particular focus on lavatories, drinking and hand washing stations/areas.
- xxvi. Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (door knobs, elevator buttons, hand rails, benches, washroom fixtures, etc.) to be



- made mandatory in all guest service area and common areas.
- xxvii. Proper disposal of face covers / masks / gloves left over by patrons and/or staff should be ensured.
- xxviii. Deep cleaning of all washrooms shall be ensured at regular intervals.
- xxix. Adequate crowd and queue management to be ensured to ensure social distancing norms.
- xxx. Staff / waiters should wear mask and hand gloves and take other required precautionary measures.
- xxxi. Contactless mode of ordering and digital mode of payment (using e-wallets) to be encouraged.
- xxxii. Tables to be sanitized each time customer leaves.
- xxxiii. In the kitchen, the staff should follow social distancing norms at work place. Kitchens area must be sanitized at regular intervals.
- xxxiv. Gaming Arcades/Children play areas (wherever applicable) shall remain closed.
- xxxv. In case of a suspect or confirmed case in the premises:
- Place the ill person in a room or area where they are isolated from others.
 - Provide a mask/face cover till such time he/she is examined by a doctor.
 - Immediately inform the nearest medical facility (hospital/clinic) or call the state or district helpline.
 - A risk assessment will be undertaken by the designated public health authority (district RRT/treating physician) and accordingly further action be initiated regarding management of case, his/her contacts and need for disinfection.
 - Disinfection of the premises to be taken up if the person is found positive.

The timing for all the above activities shall remain between 09:00 AM to 08:00 PM so as to ensure the compliance of Night Curfew between 09:00 PM to 05:00 AM.

5 Penal provisions

Any person violating these measures will be liable to be proceeded against as per the provisions of Section 51 to 60 of the Disaster Management Act, 2005, besides legal action under Section 188 of the IPC, and other legal provisions as applicable. Extracts of these penal provisions are at Annexure II

Superintendent of Police to direct all SHO's for strict implementation of the restrictions. However, the nCOVID-19 is a disaster for the country. Hence, the public in general are advised to inform the concerned SHO if any seen indulge to open shops to sale the items other than essential commodities. SDMs-cum-Incident Commander will be responsible for the overall implementation of these measures in their respective jurisdictions.

Failure to obey these orders shall be penalized under The Disaster Management Act, 2005 and under section 188 of IPC with punishment of severe fine and imprisonment.

In view of requirement of the situation which has become emergent, this order, is being passed ex-parte. It shall be published for the information of public through the press and publicity van of public relations department and by affixing copy at notice board of District Courts, Zila Parishad, Sub Divisions, Tehsils, Municipal Council, Municipal Committees, Panchayat Samities, Police Stations and Public Places.



Given under my hand and seal of the court on 7th June, 2020.

(Dhirendra Khadgata, IAS)
District Magistrate- Cum-
Chairperson DDMA, Kurukshetra

Endst. No.

7459-7519

/MA/CO

Dated:

07-06-2020

A copy is forwarded to the following for information and necessary action:-

1. The Chief Secretary-cum-Chairperson, Haryana State Executive Committee, to Govt. of Haryana, Haryana State Disaster Management Authority, Chandigarh.

2. The Additional Chief Secretary to Govt. of Haryana, Revenue & Disaster Management Department, Chandigarh.
3. The Additional Chief Secretary to Govt. of Haryana, Home Department, Chandigarh.
4. The Additional Chief Secretary to Govt. of Haryana, Health Department, Chandigarh.
5. The Director General of Police, Haryana, Chandigarh.
6. The DIG/CID Haryana Panchkula.
7. The Commissioner, Ambala Division, Ambala.
8. The ADGP, Ambala Division, Ambala Cantt.
9. Dr. S. S. Phulia, IAS, Nodal Officer, nCOVID-19, camp at Distt. Kurukshetra.
10. Vice Chancellor, Kurukshetra University/Ayush University, Kurukshetra.
11. District & Session Judge, Kurukshetra.
12. All District Magistrate in the state.
13. Superintendent of Police, Kurukshetra.
14. Addl. Deputy Commissioner-cum-Secy. RTA, Kurukshetra.
15. Sub Divisional Magistrate, Thanesar/Pehowa/Shahabad/Ladwa.
16. Civil Surgeon, Kurukshetra.
17. Registrar, Kurukshetra University/Ayush University/NIT/NID, Kurukshetra
18. G.M. Haryana Roadways, Kurukshetra.
19. CEO, Zila Parishad, Kurukshetra.
20. Superintendent, District Jail, Kurukshetra/LDM PNB, Kurukshetra.
21. District Revenue Officer/DEO/DEEO/DETC (Excise)/DETC (Sales), Kurukshetra.
22. Distt. Development & Panchayat Officer, Kurukshetra.
23. Joint Director, DIC. /Labour Officer/District Sports Officer, Kurukshetra
24. DFSC/DMEO, Kurukshetra/Assistant Director, Health & Safety Industrial, Kurukshetra.
25. Tehsildar/Naib Tehsildar Thanesar, Pehowa, Ladwa, Babain, Shahabad, Ismailabad.
26. BD&PO, Thanesar, Pipli, Ladwa, Babain, Shahabad, Ismailabad, Pehowa.
27. District Public Relation Officer/DIO, NIC, Kurukshetra to ensure wide publicity through Press Release & Social Media.
28. E.O, M.C. , Thanesar/Secy. MC Pehowa, Shahabad, Ladwa, Ismailabad.
29. Secy. Market Committee, Thanesar, Pipli, Ladwa, Babain, Shahabad, Ismailabad, Pehowa.
30. Steno/PA to D.C/CTM/LFA/PLA.



District Magistrate-Cum-
Chairperson, DDMA,
Kurukshetra 4