

**GOVERNMENT OF TELANGANA
MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (GENERAL) DEPARTMENT**

Memo No. 3654/General/2020

Dated: 02-05-2020

Sub: COVID-19 PANDEMIC – The Epidemic Diseases Act, 1897-
LOCKDOWN PERIOD IN THE STATE OF TELANGANA — Allowing
of Activity in Organised Sector – Standard Operating Procedure /
Guidelines for Construction Sites where Labour Camps are existing -
Issued – Reg.

Ref: 1. Ministry of Home Affairs (MHA) Order No.40-3/2020-DM-I (A) dated
15.04.2020
2. Ministry of Home Affairs (MHA) Order dated 01.05.2020

With reference to the guidelines issued by the Government of India, the Government of Telangana taking into consideration of the present situation decided to permit the construction activity in construction sites / projects where the workers are available on site in the labour camps and where no workers are required to be brought from outside (in situ construction) nor movement of workers from one place to another.

2. These activities are permitted subject to strict compliance of protocol issued by Government of India in the reference cited and the following Standard Operating Procedure / Guidelines for Construction Sites where Labour Camps exists are issued for strict compliance:

- 1) All Protocol including Emergency Response must be laid out at every on-going project as per guidelines issued by the Government.
- 2) **Daily Morning Briefing Sessions** & Safety (Tool-Box & Health) Meeting shall be arranged to review & ensure site protocols ensuring social distancing norms. During these sessions, Health & Safety Officers on site must inform everyone including workers about the safety guidelines and important updates
- 3) **Mandatory Thermal Scanning** of everyone entering and exiting a construction site shall be done for checking fever / body temperature. If anyone leaves and re-enters the site during the shift, re-screening of the individual shall be done prior to re-entry into the work site
- 4) **Provision for Water & Soap / Hand Wash/ Sanitizer** (touch-free recommended) shall be made at all Entry/Exit points and Common areas (including specific locations on higher floors)
- 5) All construction workers and site engineering staff shall be required to wash & sanitize his/her hands before entering the site. Same procedure to be followed after exiting the premises.
- 6) Everyone entering site area (including construction labour) should **mandatorily wear face mask.**
- 7) **Hand gloves should be used by the workers** who are handling material coming from outside. Re-usable equipment should be thoroughly cleaned and should not be shared with others.
- 8) There will be **strict ban on Gutka, Tambaku, Paan etc.** on site and **spitting in common area shall be strictly prohibited**

[P.T.O.]

- 9) **Food should be consumed at designated areas** only ensuring social distancing. Common sitting arrangements should be removed.
- 10) **Entire construction Site shall be disinfected on daily basis** (including site office, labour camp, canteens, pathways, toilets, entry / exit gates). Housekeeping team should be provided with necessary equipment.
- 11) There shall be **total ban on non-essential visitors** at sites (including from Head office staff, consultants etc.)
- 12) **Hospital/clinics authorized to treat COVID-19 patients**, should be identified and list should be displayed at Site all the time. A **doctor should visit periodically** (at least once a week) at site on allotted time for any medical assistance.
- 13) **Appropriate signage at construction site** spelling out safety practices in the **local language / Hindi** which is understood by all.
- 14) For any confusion, clarification and update, everyone should approach Project Manager / Safety-Incharge. Do not believe on rumours and don't spread them. **Strict action to be taken against those who spread rumours.**
- 15) In case of any person with medical symptoms like fever/cough, an Ambulance shall be arranged immediately by dialing **108 or 104** and the person should be shifted to designated hospital (King Koti Hospital) for further testing.
- 16) On day 0, **before resuming the work on sites** post lockdown period, **mandatory medical check- up** shall be arranged for all workers.
- 17) A **unique photo identity card with serial number** shall be issued to all the workers and **their family members staying at site. Proper record** of all these workers shall be maintained.
- 18) **Construction Workers shall not be allowed to go outside site area.** All the essential items shall be made available to them at site only. If necessary, they can go out wearing face mask, after informing supervisor
- 19) **No outside worker shall be allowed to stay at site** without following proper procedure and instructions.
- 20) **Start time on site shall be staggered to avoid congestion at the entry gates.** Number of workers working at a particular time / place shall be reduced by making arrangements for different shifts / areas. Accordingly, **additional staff such as security guards, supervisors etc. may be deployed.**
- 21) **Workers should not shake hands when greeting others** and while working on the site.
- 22) **Avoid large gatherings or meetings.** Maintain at least 1 meter (3 feet) distance from persons.
- 23) **Workers should not share their belongings like food, water bottles, utensils, mobile phones etc. with others.** The utensils should be washed properly post use at designated place.
- 24) **Non-touch garbage bins with biodegradable garbage bag** should be installed for waste collection at all common access areas. Proper disposal of garbage bags along with daily cleaning and sanitization of bins should be ensured.

25) **Wipe down interiors and door handle of machines or construction vehicles**, the handles of equipment and tools that are shared, with disinfectant prior to using.

3. Any violation or non-compliance will be viewed seriously and action will be taken as per rules.

ARVIND KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT

To
All the Developers / Builders Associations / Agencies,
State of Telangana

Copy to:

The Metropolitan Commissioner, HMDA.

The Commissioner, Greater Hyderabad Municipal Corporation.

The Commissioner & Director of Municipal Administration.

The Commissioners of ULBs in the State.

//FORWARDED BY ORDER//


SECTION OFFICER