



**ANNA UNIVERSITY**  
**SARDAR PATEL ROAD, CHENNAI 600 025**

Ref: No. 151/PR30/2021

Dt. 31.08.2021

Sub: Anna University - Re-opening of Colleges/Universities for all UG & PG students from 01.09.2021 onwards - Standard Operating Procedures -Reg.

Ref: 1. G.O. (Ms.) No.164 Higher Education (A2) department dt: 27.08.2021.

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In the reference 1<sup>st</sup> cited, the Government of Tamil Nadu have issued direction that classes for all Colleges / Universities including Arts, Science (both Shift I & Shift II), Engineering & Technology, Agriculture etc., shall function from 01.09.2021 following the Standard Operating Procedures.

Accordingly, as per the directions of the Vice-Chancellor, the classes for all UG and PG students belonging to Engineering, Technology and Architecture of Anna University will resume on 01.09.2021 as per Standard Operating Procedures in Annexure and accommodation of hostels shall also be permitted by following the instructions issued by Government of Tamil Nadu.

Hence, all the Deans of all the Campuses, Dean i/c of Regional Campuses and Constituent Colleges, Principals of Affiliated Autonomous and Non-Autonomous Engineering colleges of Anna University are directed to adhere to the aforesaid Government directions regarding opening of colleges from 01.09.2021 onwards and they are also requested to follow the Standard Operating Procedures.

Encl.: copy of G.O. with guidelines instructions

To  
All the Deans of Campuses  
All the Directors of Centres/Institutes  
All the Heads of Departments/Divisions  
All Dean i/c of Constituent Colleges/ Regional campuses  
The COE/ACOE/Unit Officers/Section Heads  
The Professor and Estate Officer  
The Director, CCC /CAI

- to circulate to all Constituent Colleges/Regional campuses and Affiliated Engineering Colleges of AU

CC: The P.S. to VC, PA to Registrar

*A. Suganthi*  
31/8/21  
REGISTRAR i/c

*RL*  
31/8/21

*B*  
31-8-2021



## ABSTRACT

Higher Education – Re-opening of all Higher Educational Institutions – Standard Operating Procedures / Guidelines – Orders - Issued.

### Higher Education (A2) Department

G.O.(Ms) No.164

Dated: 27.08.2021

திருவள்ளூர் ஆண்டு - 2052

பிலவ வருடம், ஆவணி - 11

Read:

1. G.O. (Ms) No.364, Revenue & Disaster Management (DM-IV) Department, dated 03.05.2021.
2. G.O. (Ms) No.522, Revenue & Disaster Management (DM-IV) Department, dated 21.8.2021

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### ORDER:

In the Government Order first read above, it has been notified that based on the recommendations of the Expert Team of Doctors and Public Health Specialists, directions of Govt. of India, Ministry of Home Affairs, lockdown was imposed by the State Government from 6.5.2021. The Institutions were closed before the start of second wave of COVID-19 pandemic to prevent the spread of infectious disease amongst the students.

2. Based on the review meeting conducted by the Hon'ble Chief Minister to evaluate the COVID-19 prevention activities, in the Government Order second read above, among other things, it has been ordered that all Colleges and Universities will be permitted to conduct classes on rotation basis with effect from 1.9.2021 by following the Standard Operating Procedure for conducting classes.

3. Accordingly, the Government directs that classes for all Colleges / Universities including Arts, Science, (both Shift I and Shift II) Technical, Engineering, Agriculture, Fisheries, Veterinary Colleges shall function from 1.9.2021 following the Standard Operating Procedures appended to this order and as per the schedule below:

|                                                                                                              |             |                              |
|--------------------------------------------------------------------------------------------------------------|-------------|------------------------------|
| Three years UG / PG courses / Diploma courses such as B.A., B.Sc., B.Com, B.L., B.C.A., B.B.A., M.C.A., etc. | Second year | Monday, Wednesday & Friday   |
|                                                                                                              | Third year  | Tuesday, Thursday & Saturday |
| Two years PG Courses such as M.A., M.Sc., M.Com., M.B.A., M.E., M.Sc., M.L. M.Tech.,(Agri) M.V.Sc., etc.     | Second year | All 6 days.                  |

|                                                                              |                        |                              |
|------------------------------------------------------------------------------|------------------------|------------------------------|
| <b>Four years Degree courses such as B.E., B.Tech., B.Sc., (Agri) etc.</b>   | Second year            | Monday, Wednesday & Friday   |
|                                                                              | Third year             | Tuesday, Thursday & Saturday |
|                                                                              | Fourth year            | All 6 days.                  |
| <b>Five years Degree courses such as B.Arch., B.V.Sc., Law Courses, etc.</b> | Second and fourth year | Monday, Wednesday & Friday   |
|                                                                              | Third and fifth year   | Tuesday, Thursday & Saturday |

Further, the Hostels for the above college students shall also be permitted to function, subject to the guidelines prescribed in the Standard Operating Procedure.

(By order of the Governor)

D. Karthikeyan  
Principal Secretary to Government

To

The Additional Chief Secretary/ Commissioner of  
Revenue Administration, Disaster Management, Chepauk, Chennai -5

The Director of Technical Education, Chennai -25

The Director of Collegiate Education, Chennai -6

The Registrars of all Universities under the aegis  
of Higher Education Department.

All Institutions through the concerned Head of Departments

The Secretary, University Grants Commission,  
Bahadur Shah Zafar Marg, New Delhi – 110 002.

The Secretary,

All India Council for Technical Education,  
Nelson Mandela Marg, Vasant Kunj, New Delhi – 110067.

Copy to

The Hon'ble Chief Minister's Office, Chennai -9

The Special P.A. to Hon'ble Minister

(Higher Education and Agriculture), Chennai -9

The PS to Chief Secretary to Government, Chennai -9,  
SF/SC

// Forwarded / By Order //

*[Signature]* 27.8.2021  
Section officer

*[Signature]*  
27/08/21

# **STANDARD OPERATING PROCEDURES AND GUIDELINES**

## **FOR**

# **RE-OPENING THE UNIVERSITIES AND COLLEGES POST LOCKDOWN DUE TO COVID-19 PANDEMIC**

## **Background**

The Government of Tamil Nadu is following a phase-wise unlocking of activities. In G.O.(Ms) No.552 Revenue and Disaster Management (D.M.IV) Department, dated 21.8.2021 guidelines and relaxations have been issued in para 2(b) that all colleges and Universities will be permitted to conduct classes on rotation basis with effect from 1.9.2021 by following the Standard Operating Procedures throughout State except in containment zones".

The Standard Operating Procedure to be followed is as detailed below:

### **Scope**

This SOP outlines various generic precautionary measures to be adopted in addition to specific measures to be taken while reopening all Higher Educational Institutions, Colleges and Hostels to prevent the spread of COVID-19. The Institutes are also directed to strictly comply with the COVID-19 related guidelines issued by Ministry of Home Affairs and Ministry of Health & Family Welfare.

### **1. Measures Required before Re-Opening of Campuses**

At the time of reopening, the universities and colleges have to plan in advance. Some of the measures, which the institutions have to take prior to reopening, are given below:

#### **1.1. Pre-requisites**

- i. The universities and colleges have to make adequate arrangements to ensure the safety and health of students, faculty and staff.
- ii. The universities and colleges will be opened only if they are outside the containment zones. Further, students and staff living in containment zones will not be allowed to attend the colleges. Students and staff shall also be advised not to visit areas falling within containment zones.
- iii. All the faculty and staff of the university and college should be fully vaccinated. The Principals/ Registrars of Colleges/Universities should ensure this and submit a certificate to the concerned District Collector and Commissioner, Greater Chennai Corporation in respect of Chennai district institutions.
- iv. The institutions should be ready with a plan for handling the inflow of students, faculty and staff in the campus, monitoring disinfecting measures, safety and health conditions, screening and detecting the infected persons, containment measures to prevent the spread of the virus in the campus.

## **1.2. Modalities for Physical Opening of Colleges/Higher Education Institutions**

The following modalities regarding the physical opening of Colleges/Higher Education Institutions, in a graded manner, should be adopted subject to adherence to the guidelines/SOP for safety and health protocol.

### **1.3. Measures**

- i. Universities and colleges have to open the campuses in phases, with such activities where they can easily adhere to social distancing, use of face masks and other protective measures. This includes administrative offices, research laboratories and libraries etc.
- ii. Students of all research programmes and post-graduate students in science & technology programmes shall also join as the number of such students is comparatively less and norms of physical distancing and preventive measures can be easily enforced.
- iii. Further, final year Engineering students are to be allowed to join on all days for both academic and placement purposes.

*However, for (i), (ii) and (iii) above, it should be ensured that not more than 50% of the total students should be present at any point of time and necessary guidelines/protocols to prevent the spread of COVID-19 are observed.*

- iv. Institutions should have a plan ready for such international students who could not join the programme due to international travel restrictions or visa-related issues, Online teaching-learning arrangements should be made for such students.

### **1.4. Safety concerns**

- i. The Institution should ensure that all the Faculty, Staff and students are vaccinated.
- ii. The institutions should train their staff and students to assist and undertake the work related to safety and health to prevent an outbreak of the pandemic in their campuses. Non-resident students should be allowed in campuses only after thermal scanning, sanitization of their hands, wearing of face masks and gloves. Symptomatic persons should not be permitted to enter the campus and should be advised to contact the nearest hospital for clinical assessment.
- iii. To avoid the risk of transmission, the students, faculty and staff should be screened and symptomatic ones be advised to get clinically assessed before allowing them entry into the campus.

- iv. Isolation facilities for symptomatic persons and quarantine facilities for those who were in contact with the positively tested persons should be there on campus or a tie-up are to be made in advance with some Government hospital or approved premises or as advised by the local authorities so that, in case of necessity, prompt action are to be taken. Proper arrangement of safety, health, food, water etc. should be ensured for those in quarantine and isolation facilities.
- v. Universities and colleges should prepare a policy for restricting the outside experts on campuses, study tours, field works etc., keeping in mind the COVID-19 situation.
- vi. All extracurricular activities should be avoided where physical distancing is not possible.
- vii. Clean and hygienic conditions, as per safety and health advisories of the concerned government departments, are to be maintained at all places, including hostel kitchens, mess, washrooms, libraries, class rooms etc.
- viii. Proper signages, symbols, posters etc. should be prominently displayed at appropriate places to remind the students, faculty and staff for maintaining physical distancing. The details of COVID-19 cell established by the institution be prominently displayed containing the emergency number, helpline number, email id and contact details of persons to be contacted in case of any emergency in the institution.
- ix. Ensure the norms of physical distancing, sanitization and hygienic conditions for use of common facilities, viz., Auditorium, Conference/ Seminar halls, Sports, Gymnasium, Canteen, and Parking area, etc.

### **1.5. Online Classes**

Wherever possible, students may be permitted to participate in the classes through online mode also. All faculty members may also be encouraged to share the e-Content to the students so that classes may be conducted in a blended mode. If students participate through online mode they may be given attendance as present. On those days when physical classes are not scheduled online classes shall also be conducted in the usual online mode.

### **1.6. First Year Students**

After the first year students admissions are completed, an orientation program may be conducted for few days not exceeding a week and then on-line classes may be conducted for them, depending upon availability of space.

## **2. Institutional Planning**

Institutional planning is the key for the successful reopening of the campuses and smooth conduct of the teaching-learning process during these difficult times. The universities and colleges will, therefore, be required to develop their plans very cautiously for reopening of their campuses and this planning has to be done well in advance. The plan may, inter-alia include the following points:-

- i. Vaccination camps shall be organized by the Institutions, so as to facilitate vaccination among the faculty, staff and eligible age group for vaccination of students.
- ii. The institutions must ensure appropriate sanitization and disinfection process and procedures.
- iii. It should be made mandatory for the Teachers, Officers, Staff and Students to wear the Id cards.
- iv. The faculty, student, staff should be screened regularly to protect and avoid infecting one another.
- v. All preventive measures, preparedness and necessary support system to deal with the COVID -19 positive cases should be monitored and reported to local authorities on a day to day basis.
- vi. Teaching hours in a day to be moderated, as per requirements of the institution.
- vii. Six-day schedule to be followed so that classes can be conducted in phases and the seating arrangement be made keeping in view the requirements of physical distancing.
- viii. Universities and colleges have to reduce the class size and break them in multiple sections to maintain physical distancing during the classes.
- ix. Depending on the availability of space in class rooms or learning sites, up to 50% students alone be allowed on a rotation basis to attend the classes.
- x. Faculty should be trained for online teaching-learning practices.
- xi. The visitors should either not be allowed at all or their entry should be drastically restricted. The conditions of the entry for visitors should be strictly laid down and displayed on the entry point(s). Complete contact details of the visitors be maintained along with the names of persons whom he/ she meets.
- xii. There should be adequate isolation arrangements for those having symptoms and also for those who test positive for COVID-19 (however the two need to be kept separately), either at the level of the institution or in collaboration with the Government authorities.

## **2.1. Safety Measures at Entry/ Exit Point(s)**

- i. Adequate arrangements of thermal scanners, sanitizers, face masks should be made available at all entry and exit points, including the reception area.
- ii. Crowding must be avoided at entry/ exit points. Staggered timings of entry and exit with limited strength for different programmes should be followed.
- iii. For ensuring queue management, inside and outside the premises, specific markings on the floor with a gap of 6 feet to be made and be adhered to.
- iv. In case the institution has more than one gate for entry/ exit, all the gates should be used, with adequate care, to avoid crowding.
- v. Monitoring of the entry and exit of the students should be done.
- vi. Screening of students, faculty and staff, wearing of face covers/ mask, sanitizing of hands etc. must be ensured at all entry points.
- vii. Those having symptoms of fever, cough or difficulty in breathing should not be allowed to enter.

## **2.2. Safety Measures during Working Hours**

### **2.2.1. Classrooms and other Learning Sites**

- i. Proper sanitization at all learning sites should be ensured. Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (door knobs, elevator buttons, hand rails, chairs, benches, washroom fixtures, etc.) to be made mandatory in all class rooms, laboratories, (and also) lockers, parking areas, other common areas etc. before the beginning of classes and at the end of the day. Teaching materials, computers, laptops, printers, shall be regularly disinfected with 70% alcohol swipe.
- ii. Sitting places in classes, laboratories, computer labs, libraries etc. should be clearly marked, keeping in view the norms of physical distancing. At least one seat should be left vacant between two seats (six feet apart).
- iii. Wearing face cover/ mask is a must at all times and at all places inside the campus.

### **2.2.2. Inside the Campus**

- i. Cultural activities, meeting etc. are to be avoided. However, such extra- curricular and sports activities to be allowed where physical distancing is feasible and is in accordance with the SOP under Disaster Management Act.
- ii. Adequate arrangements for safe drinking water should be

made on the campus.

- iii. Hand washing stations with facilities of liquid soap should be created so that every student can wash her/ his hands frequently.
- iv. Regular and sufficient supply of face covers/ masks, heavy duty gloves, disinfecting material, sanitizer, soaps etc. to sanitation workers should be ensured.
- v. Wearing of face cover/ mask by all students and staff should be ensured.
- vi. Proper cleanliness should be maintained inside the entire campus.
- vii. Adequate arrangements should be made for sanitizing the entire campus, including administrative and academic buildings, classrooms, laboratories, libraries, common rooms, toilets, water stations, furniture, learning material, teaching aids, sports equipment, computers etc.
- viii. Physical distancing should be maintained at all places and crowding must not be allowed at any place under any circumstances.
- ix. Adequate supply of water in toilets and for hand- washing should be ensured.
- x. Proper sanitization of buses, other transport and official vehicles of the institution should be done.
- xi. Spitting in the campus must be made a punishable offence.
- xii. Dustbins must be cleaned and covered properly.
- xiii. Dustbin for collection of used facemasks, personal protective equipment, hand gloves and their disposals should be ensured as per safety norms.
- xiv. For air-conditioning/ventilation, 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 there.
- xv. Gymnasiums should follow the SOPs.
- xvi. Swimming Pool (wherever applicable) shall remain closed.
- xvii. 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 students.

### **2.2.3. Hostels (including Hostels run by Adi Dravidar and Tribal Welfare and BC,MBC & Minorities Welfare Department)**

- i. Hostels are to be opened only in such cases where it is necessary while strictly observing the safety and health preventive measures. *Wherever possible, Students are to be encouraged to stay in nearby relatives houses and attend classes, so that overcrowding will be avoided in Hostels.* Symptomatic students should not be permitted to attend classes and they must be isolated.
- ii. There should be no crowding in hostel areas where students live in close proximity and share common facilities and utilities. Hence, their numbers need to be limited appropriately to avoid crowding. Thermal Screening of all resident students should be ensured.
- iii. Density in dining halls, common rooms, playing areas should be limited, keeping in view the requirement of physical distancing.
- iv. Hygiene conditions should be regularly monitored in kitchens, dining halls, bathrooms and toilets etc.
- v. Cleanliness is to be maintained in dining areas. Meals should be served in small batches, avoiding overcrowding. Take away options should be available for students and staff.
- vi. It must be ensured that the meals are freshly cooked. A senior staff should monitor the same.
- vii. Utensils should be properly cleaned. Students shall be encouraged to use their own plates and tumblers.
- viii. Wearing of face covers/ masks and proper sanitization of hands of the staff engaged for the preparation and distribution of meals should be ensured.
- ix. Resident students and staff should avoid or limit visiting the markets. As far as possible, essential items may be made available within the campus.
- x. Hostels should define the number of students in dining halls at any point in time. Mess timings should be increased to avoid overcrowding.

#### **2.2.4. Regular Monitoring of Health**

- i. Every institution should regularly monitor the health of its students, faculty, and staff.
- ii. Faculty, staff and students should also be sensitized on self-monitoring of their health.
- iii. Faculty, Staff and students should submit self-disclosure, if any of their family members have been infected/availed treatment for COVID-19.

#### **2.2.5. Counselling & Guidance for Health**

In order to reassure the students' community to avoid any kind of stress or panic in the prevailing situation *vis-a-vis* their studies, health and related issues, Universities and Colleges should take the following measures for the health, psychological aspects and well-being of the students:

- i. Set up help lines for health, psychological concerns and well-being of students in Universities/ Colleges which need to be regularly monitored by Counsellors and other identified faculty.
- ii. Regular mentoring of students through interactions, and appeals/letters by the Universities/ Colleges to remain calm and stress-free. This can be achieved through telephones, e-mails, digital and social media platforms.
- iii. Form COVID-19 help groups of students headed by hostel wardens / senior faculty who can identify friends/ classmates in need of help and provide the immediate necessary help.

#### **2.2.6. Measures for Containment**

- i. As soon as a student, faculty or staff is detected COVID-19 positive, such person should be immediately isolated as per the directive/advisory of the Government. Room-mates and close contacts should be quarantined and symptomatic ones to be immediately tested.
- ii. Universities and colleges should have a ready plan to provide healthcare support to those resident students and staff who test positive and are isolated.
- iii. The guidelines restricting social and physical contacts and mobility in such parts of residential places in the campus, where positive cases have been found, should be strictly

enforced. Measures like holding no class, not leaving the rooms for hostellers, if applicable, no take away arrangement of food from mess etc. are to be enforced, depending upon the severity of the situation.

- iv. Universities and colleges should also plan in advance, in case shut down are ordered by the Government due to outbreak in campus or the surrounding region.

#### **2.2.7. Sensitization of Students, Teachers and Staff**

- i. Awareness programmes regarding COVID-19 as to how the infection spreads, common symptoms, and precautions and measures required to contain its spread may be launched.
- ii. Maintaining hygiene, e.g., how to wash hands, how to cough or sneeze into a tissue or elbow, avoid touching of face, eyes, mouth and nose should be regularly told to the students and the staff.
- iii. The necessity of physical distancing, wearing face covers/masks, hygiene etc. should be brought home to all.
- iv. Activities to stay fit, physically and mentally, should be encouraged like doing exercises, yoga, breathing exercises, meditation, etc.
- v. To improve resilience and mental health, students should be encouraged to share their feelings with friends, teachers and parents, remain positive, grateful, helpful, have focussed approach, take a break from work, eat healthy and sleep timely etc.
- vi. Eating healthy food and fruits, avoiding junk food, frequently drinking warm water, adopting ways to increase immunity etc. should be encouraged.
- vii. Students should be told to regularly sanitize their laptops, audio, video and other media accessories.
- viii. Factual information regarding COVID-19 and consequences of infection, without making them stressed or fearful, should be disseminated.
- ix. Posters and stickers should be pasted at appropriate places in the campus to create awareness about the risk of infection from Coronavirus.

- x. All support and facilities should be provided to persons with disabilities.
- xi. No discrimination based on caste, creed or gender should be allowed to take place.
- xii. Sharing of books, other learning material and eatables shall be discouraged.

### **3. Role of Stakeholders**

#### **3.1. Head of the Institution**

- i. Registrars/ Principals have to adhere the Standard Operating Procedures (SOPs) in accordance with the Government orders and guidelines.
- ii. They have to contact the District Administration/Local bodies and act according to their instructions from time to time.
- iii. A detailed institutional plan which should, inter alia, include sanitization, safety and health measures should be prepared and kept ready, before reopening of campus. Proper implementation of the institutional plan should be ensured and regular monitoring should be done with the help of faculty and the staff.
- iv. Tie-ups are to be established with nearby hospitals, health centres, NGOs, health experts for help and support in fighting COVID-19.
- v. A plan for all academic activities, i.e., the academic calendar, teaching-learning modes, examinations, evaluation etc. should be kept ready well in advance.
- vi. A Task Group should be created to handle varied situations and issues related to the COVID-19 pandemic. Such Task Group consists of senior persons from faculty and staff, students, volunteers from communities, NGOs, health organisations and Government officials etc. as the case may be.
- vii. Teachers, students and staff should be made aware of all relevant plans and activities on the campus.

#### **3.2. Teachers**

- i. Teachers should make themselves fully aware of institutional plans and Standard Operating Procedures.
- ii. Every teacher should prepare a detailed teaching plan for the subjects taught by him/her, including time table, class size, modes of delivery, assignments, theory, practical, continuous evaluation, end- semester evaluation etc.

- iii. Teachers should keep themselves updated with the latest teaching- learning methods and availability of e-resources.
- iv. Teachers should make the students aware of the COVID-19 related situation, precautions and steps to be taken to stay safe and healthy.
- v. Teachers should monitor and keep track of the physical and mental health of their students.

### **3.3. Parents**

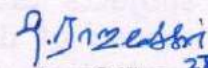
- i. The parents should ensure that their children observe safety norms at home and whenever they go out.
- ii. Parents should not allow their children to go out, if they are not feeling well.
- iii. Parents should sensitize them of healthy food habits and measures to increase immunity.
- iv. Parents should ask them to do exercise, meditation and breathing exercises to keep them mentally and physically fit.

### **3.4. Students**

- i. Self-discipline is most important to contain the spread of COVID-19 pandemic through social distancing and maintaining hygienic condition.
- ii. All students should wear face covers/ masks and take all preventive measures.
- iii. It is important for the students to be physically and mentally fit to handle any exigencies. By remaining fit, they can take care of others also.
- iv. The students must inculcate activities that will increase immunity-boosting mechanism which may include exercise, eating fresh fruits and healthy food (avoid fast food), sleep timely.
- v. Discrimination of fellow students in respect of whom there is a history of COVID-19 disease in the family be avoided.
- vi. Students should follow the guidelines, advisories and instructions issued by the Government authorities as well as by the universities and colleges regarding health and safety measures in view of COVID-19 pandemic.

D. Karthikeyan  
Principal Secretary to Government

//True Copy//

  
Section Officer 27.8.2021

  
27/08/21



### ABSTRACT

Disaster Management Act, 2005 – COVID-19 – Lockdown extended in the territorial jurisdictions of the State of Tamil Nadu with existing guidelines and certain relaxations upto 06.00 A.M. of 06.09.2021 - Notification – Issued.

### REVENUE AND DISASTER MANAGEMENT (DM-IV) DEPARTMENT

G.O.(Ms)No.522

Dated: 21.08.2021

பிலவ வருடம், ஆவணி 05,

திருவள்ளூர் ஆண்டு 2052,

#### **Read:**

1. Ministry of Home Affairs, Government of India, Order No.40-3/2020-DM-1(A), dated: 25.03.2020.
2. G.O.(Ms) No.172, Revenue and Disaster Management (D.M.II) Department, dated:25.03.2020 and addendums issued thereon.
3. Ministry of Home Affairs, Government of India, Order No.40-3/2020-DM-1(A), dated: 28.07.2021.
4. G.O.(Ms)No.491, Revenue and Disaster Management (D.M.IV) Department, dated:31.07.2021.
5. G.O.(Ms)No.504, Revenue and Disaster Management (D.M.IV) Department, dated:07.08.2021.
6. Hon'ble Chief Minister's Press Release No.640, dated: 21.08.2021.
7. Additional Chief Secretary/Commissioner of Revenue Administration Letter No.OCI/563/2020, dated: 21.08.2021.

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#### ORDER:-

#### NOTIFICATION

WHEREAS on considering the prevailing Covid-19 pandemic scenario and as per the directives of Government of India, Ministry of Home Affairs, State-wide lockdown was enforced throughout the State **with effect from 4.00 A.M. of 10.05.2021 to 6.00 A.M. of 23.08.2021**, in order to control the spread of COVID-19.

2) Now, Hon'ble Chief Minister has conducted a review meeting to evaluate the Corona prevention activities and the necessity of providing vaccination to everybody and actions needed to be taken in this regard.

//P.T.O//

Based on the above review meeting, the Government hereby order, under Disaster Management Act, 2005 to extend the restrictions **from 23.8.2021 to 06.00 A.M. on 06.09.2021** with the following instructions:-

- a) As already ordered, from **01.09.2021 onwards**, the classes for **9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> standards** will be permitted to be conducted in all schools and Noon meal programme will be implemented in schools by following Standard Operating Procedure. After examining the functioning of above higher classes, the re-opening of Nursery and classes for 1<sup>st</sup> to 8<sup>th</sup> standards after 15.09.2021 will be considered.
- b) **All Colleges and Universities will be permitted to conduct classes on rotation basis with effect from 01.09.2021.** The Higher Education Department shall take necessary preparatory actions and prescribe appropriate Standard Operating Procedure for conducting classes. All the Teaching and Non-Teaching staff should be vaccinated.
- c) All Diploma Courses and Polytechnic Colleges will be permitted to conduct classes on rotation basis with effect from 01.09.2021. Teaching and Non-Teaching staff should be vaccinated.
- d) Anganwadi Centers are allowed to operate for providing lunch with effect from 01.09.2021. The District Collectors should ensure that the Anganwadi Centre's staff are vaccinated and children are seated at social distance from each other. Detailed guidelines will be issued on the above separately.

**The following activities are allowed with effect from 23.08.2021.**

- e) **The General Public will be allowed in Beaches.** The District Collectors/Corporation Commissioners should ensure that employees of shops and small vendors in these areas are vaccinated.
- f) **Zoological Parks, Botanic Parks and Boat Houses are permitted to function by following Standard Operating Procedure.**
- g) **All shops and activities** which were permitted to operate till 9.00 P.M. will be **permitted till 10.00 P.M.** by following Standard Operating Procedure.
- h) **IT/ITES are permitted to function with cent per cent workforce by following Standard Operating Procedure.**
- i) **Cinema Houses are permitted to function with 50 per cent of seating capacity by following Standard Operating Procedure. Cinema Theatres' owners should ensure that all employees are vaccinated.**

- j) **Public Transport to Andhra Pradesh and Karnataka states shall be permitted by following Standard Operating Procedure.**
- k) **Creches are permitted to function by following Standard Operating Procedure.** The Creche Management/ Owners should ensure that all the staff of Creches are vaccinated.
- l) **Swimming pools are allowed to operate with 50 per cent of trainees for sports training only.** Trainers and trainees above 18 years of age should be vaccinated.
- m) Tamil Nadu Skill Development Corporation and Tamil Nadu Women Development Corporation are permitted to conduct employment training classes by following Standard Operating Procedure.
- n) Bars in Hotels and recreational clubs (FL 2 & FL 3) are permitted to operate.

### **General**

**All Establishments/Organizations/Industries which are permitted to function should ensure that their employees are vaccinated.**

- i) All shops and places prone for public gathering should follow the following important Standard Operating Procedures.
  - Shops shall have mandatory hand hygiene (hand sanitizer with dispenser) at the entrance and should take necessary action to install automated thermal screening.
  - **Management shall ensure that the workers and customers wear face masks compulsorily.**
  - All shops and establishments shall ensure that the doors and windows are kept open for cross ventilation. In order to ensure social distancing norms, more number of persons shall not be allowed at a time inside the shops.
  - Specific markings with sufficient distance may be made at the entrance of the shops to manage the general public standing in the queue.
  - Action will taken against the commercial/other organisations which violate the above guidelines and prescribed limit of customers.

- ii) Test-Track-Treat-Vaccination-Covid-19 Appropriate Behaviour principle shall be strictly adhered to.
- iii) In order to contain the spread of Covid-19, the Containment Zones shall be demarcated upto Micro Level and the containment measures including vaccination to the people in this area shall be initiated by the District Collectors and the Local Bodies as per the Standard Operating Procedures.
- iv) **Within the demarcated Containment Zones, containment measures shall be scrupulously followed, as under:**
  - Only essential activities shall be allowed in the Containment Zones. No activity, except medical emergencies and supply of essential goods and services shall be permitted.
  - There shall be intensive house-to-house surveillance by surveillance teams formed for the purpose.

3) The District Collectors and Local Administrations concerned shall make special efforts to vaccinate all and organise IEC activities by creating awareness and self-responsibility among the public, in order to contain the spread of the disease.

4) The public are also requested to seek medical advice of the nearest hospital as soon as symptoms of infection appear.

**5) The public are requested to make use of these relaxations with responsibility and to make proper use of the decisions taken in view of the fact that, the livelihood of all people and the education and future of students should not be affected.**

6) The Public are advised to take vaccination and to give full co-operation to the Government's prevention efforts in order to eliminate spread of Corona infection in our state.

7) The Government also order that no activities shall be permitted in the **Containment Zones**.

8) The Commissioner, Greater Chennai Corporation/ District Collectors and Commissioners of Police/ Superintendents of Police concerned shall take all necessary measures for the strict enforcement of National Directives for Covid-19 management viz., **wearing of face masks, hand hygiene and social distancing, screening and hygiene, frequent sanitization of entire workplace etc.,** and adherence of the Standard Operating Procedures issued for the permitted activities. The Commissioner, Greater Chennai Corporation/ District Collectors concerned may initiate penal action for imposing fines on persons violating the National Directives.

9) 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.

**(By Order of the Governor)**

**V.IRAI ANBU  
CHIEF SECRETARY TO GOVERNMENT**

**To**

All Additional Chief Secretaries,  
Principal Secretaries and Secretaries to Government,  
Secretariat, Chennai-9.  
The Commissioner, Greater Chennai Corporation, Chennai.  
All District Collectors.  
The Director General of Police, Chennai-4.  
All Commissioner of Police.  
All Commissioner of Corporations.  
All District Superintendent of Police.  
The Works Manager, Government Central Press, Chennai-1.  
(for publication in the Tamil Nadu Government Extraordinary Gazette dated 21.08.2021) (5 copies)  
The Additional Chief Secretary/Commissioner of Revenue Administration,  
Chepauk, Chennai-5.  
All District Judges/ District Magistrates.  
The Registrar General, High Court of Madras, Chennai-104.  
The Registrar, Madurai Bench of Madras High Court, Madurai.  
All Constitutional / Statutory Bodies including  
All State Corporation, Local Bodies, Boards,  
Universities, Commissions, Companies, Institutions,  
Societies, etc.  
The Accountant General, Chennai-18.  
The Commissioner of Treasuries and Accounts, Chennai-35.  
All Pay and Accounts Officers /District Treasury Officers.

**Copy to:**

The Hon'ble Chief Minister Office, Chennai-9.  
The Special PA to Hon'ble Minister for Revenue and Disaster Management,  
Chennai-9.  
The Private Secretary to Chief Secretary to Government, Chennai-9.  
Stock File/Spare copy.

**//Forwarded By Order//**

*21/8/21*  
**SECTION OFFICER**  
*21/8/21*

