

THROUGH E-MAIL

Dr. Yashwant Singh Parmar University of Horticulture & Forestry
Nauni (Solan)-173230, Himachal Pradesh
OFFICE OF THE REGISTRAR

No. UHF/Regr/GA/6-36/2020/- 41070-41120

Dated: 23.03.2020

OFFICE ORDER

In view of the impending threat of COVID-19 epidemic in the Country, the Vice Chancellor, Dr. Y.S. Parmar University of Horticulture and Forestry, Nauni (Solan) is pleased to adopt the following orders/instructions as such in letter and spirit issued by the State Government/Department: -

| Sr. No. | Order No. | Particulars |
|---------|---|--|
| 1. | No. HFW-A-A(3)-1/2020 dated 21/03/2020 from Additional Chief Secretary (Health) to the Government of Himachal Pradesh | Regarding safety norms |
| 2. | Per(AP-B)B(15)-19/2020 dated 21/03/2020 from Additional Chief Secretary (Personnel) to the Government of Himachal Pradesh | Regarding preparation of duty rosters etc. |
| 3. | HFW-A-A(3)1/2020 dated 23/03/2020 from Chief Secretary to the Government of Himachal Pradesh | Regarding Lockdown the territory. |

In order to ensure the implementation of aforesaid orders/instructions, it is emphasised upon all respective controlling officers to take necessary action on the points pertaining to them, immediately, in the matter, under intimation to this office.


Registrar

Endst. No. Even. 41070-41120

Dated: 23.03.2020

Copy of the above alongwith aforesaid orders/instructions is forwarded to the following for information and immediate necessary action: -

1. The Secretary to Governor, Raj Bhavan, Shimla for the kind information of Hon'ble Governor, please.
2. All the Statutory Officers, UHF, Nauni (Solan).
3. The Dean, College of Horticulture & Forestry, Neri (Hamirpur).
4. The Dean, College of Horticulture and Centre of Excellence for Horticulture Research and Extension, Thunag (Mandi).
5. All the Professor and Heads/Heads of the Departments/Offices, College of Horticulture/College of Forestry, UHF, Nauni (Solan).
6. All the Associate Directors (R&E)/Programme Coordinators/Scientist Incharges, outstations/KVKs.
7. The Director, HP State Audit Department, Shimla/Deputy Controller (Audit), HPSAD, UHF, Nauni (Solan).
8. The Incharge, University Health Centre, UHF, Nauni (Solan).
9. The Officer Incharge, Computer and Instrumentation Centre, College of Horticulture, UHF, Nauni (Solan) with the request to upload it on the University website.

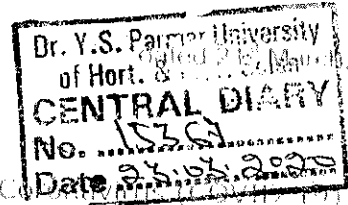
10. The Deputy Registrar, O/o undersigned.
11. The Senior Private Secretary, Planning Implementation Monitoring Cell (PIM), O/o Vice-Chancellor, UHF, Nauni (Solan).
12. The Secretary to Vice Chancellor, UHF, Nauni (Solan).
13. The Public Relations Officer, UHF, Nauni (Solan).
14. PA to undersigned.


Registrar

Government of Himachal Pradesh
Health and Family Welfare Department

No. W-A-A(3)1/2020

Order



In order to contain the spread of Novel Coronavirus (COVID-19) to the extent possible by taking preventive, precautionary, pre-emptive measures, and to promote social distancing, in exercise of the powers vested in me under Clause 3 of the Himachal Pradesh Epidemic Disease (COVID-19) (Amendment) Regulations, 2020, it is hereby ordered in the public interest that:

- (i) All the industrial establishments and factories in the State will take immediate measures to promote social distancing, prevent close contact amongst their employees, maintain sanitization and hygienic working conditions;
- (ii) The attendance and timings of personnel shall be staggered by the owner/ person-in-charge.
- (iii) Roster of employees will be prepared in such a manner that they report to their duties in two lots on alternate days. 50% of the employees may be present every day and the remaining 50% may work from their home/ residence, so far as is practicable.
- (iv) The wages/ salary/ emoluments of the employees not reporting to duties on a particular day consequent upon staggering as above shall not be deducted. They shall be treated as 'on duty'.
- (v) The timings of arrival and departure of employees reporting for duties will also be staggered in order to prevent overcrowding enroute and in the industrial establishment/ factory by forming different groups. Working in shifts may be resorted to.
- (vi) It shall also be ensured that in the industrial establishments/ factories situated in the border areas of Himachal Pradesh, the employees and visitors do not commute from the neighbouring states.
- (vii) Proper cleanliness be maintained. Sanitizers or hand wash facilities be provided at the entrance of the industrial establishment/ factory.

Hand sanitizers, soap and running water may be provided in washrooms.

- (viii) Employees, who develop flu like symptoms/level of respiratory problems may be advised to proceed on paid leave and take the prescribed treatment/home quarantine. Older employees, pregnant women employees and those employees having underlying medical conditions may be advised to take extra precautions.
- (ix) All gyms, recreation centres and creches located in premises be closed.
- (x) The employees may be advised to maintain personal hygiene and social distancing, resort to frequent hand washing, avoid unnecessary travelling, cover their nose/mouth while sneezing and coughing with handkerchief or tissue or flex elbow. They may also be advised not to shake hands or spit in public.
- (xi) Most importantly, the employees may be advised not to spread/believe in rumours or create panic.

This Order shall remain in force w.e.f. 23.3.2020 till 15.4.2020.

(R.D. Dhiman)

Additional Chief Secretary (Health) to the
Government of Himachal Pradesh

Endst.No. As above

Dated: Shimla-171002

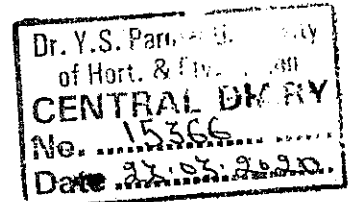
21/03/2020

Copy to :-

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. All Heads of Departments in Himachal Pradesh.
3. The Registrar, HP High Court Shimla-171001.
4. The Divisional Commissioner, Shimla, Kangra and Mandi.
5. All the Deputy Commissioners in Himachal Pradesh.
6. All the Superintendents of Police in Himachal Pradesh.
7. All the Managing Director/ Member Secretary/ Comptroller and Executive Officer/ Registrars of Boards/ Corporations/ Companies/ Universities/ Municipal Corporations/ Co-Operative Banks and Societies.
8. Guard File.

Special Secretary (Health) to the
Government of Himachal Pradesh

Government of Himachal Pradesh
Department of Personnel



Per(AP-B)B(15)-19/2020 Dated: Shimla-171002,

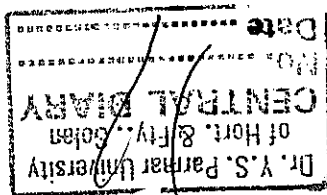
21st March, 2020

Order

In order to contain the spread of Novel Coronavirus (COVID-19) to an extent by taking preventive, precautionary and pre-emptive measures for social distancing, in exercise of the powers vested in me under Clause 3 of the Himachal Pradesh Epidemic Disease (COVID-19) (Amendment) Regulations, 2020, it is hereby ordered in the public interest that:

- (i) In all offices under the State Government, the attendance and timings of Class-III and Class-IV employees shall be staggered by the Controlling Officers.
- (ii) Roster of employees will be prepared by the Controlling Officers in such a manner that they report to their duties in two lots on alternate days. 50% of the employees will attend the office every day and the remaining 50% will work from their home/ residence, so far as is practicable.
- (iii) The timings of arrival and departure of employees reporting for duties will also be staggered in order to prevent overcrowding enroute and in the offices by forming two groups. One will report to duty at 10 a.m. and leave at 5 p.m. The other group will have official working hours between 10.30 a.m. to 5.30 p.m.
- (iv) The employees, who do not attend office on any particular day, will not leave the station, be available on telephone or others means of communication and will attend office, if called for any exigency of work.
- (v) This Order shall not apply to the field staff of the departments engaged in maintenance of essential/ emergency services and those directly engaged in taking measures to control spread of COVID-19.

This Order shall remain in force w.e.f. 23rd March, 2020 till further orders.



(R.D. Dhiman)

Addl. Chief Secretary (Personnel) to the
Government of Himachal Pradesh
Phone No.0177-2621911

Endst. No. Per(AP-B)B(15)-19/2020 Dated: Shimla-171002,

21st March, 2020

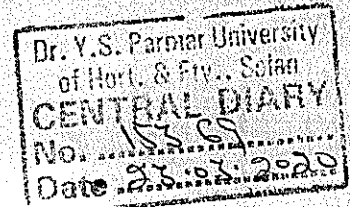
Copy to :-

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. All Heads of Departments in Himachal Pradesh.
3. The Registrar, HP High Court Shimla-171001.
4. The Divisional Commissioner, Shimla, Kangra and Mandi.
5. All Deputy Commissioners in Himachal Pradesh.
6. All the Superintendents of Police in Himachal Pradesh.
7. All the Managing Director/ Member Secretary/ Commissioner /Secretary/Chief Executive Officer/ Registrars of Boards/ Corporations/ Councils/ Authority/ Universities/ Municipal Corporations/Co-Operative Banks in HP.
8. The Secretary, HP Public Service Commission-171002.
9. The Secretary, HP Staff Selection Commission, Hamirpur
10. Guard File.



(Om Prakash Bhandari)
Deputy Secretary(Personnel) to the
Government of Himachal Pradesh
Tel. No.0177-2626097

Government of Himachal Pradesh
Department of Health and Family Welfare



No. HFW-A-A(3)1/2020

Dated Shimla-2 the 23rd March, 2020

ORDER

Recognizing the importance of social distancing and isolation measures for the containment of the spread of COVID-19 and keeping in view the influx of a large number of persons from other countries and other states, it is imperative that strict measures should be undertaken to prevent the import of the virus into the State of Himachal Pradesh. The Government of Himachal Pradesh in exercise of the powers conferred under section 2, 3 and 4 of the Epidemic Disease Act, 1897, has framed the Himachal Pradesh Epidemic Disease (COVID-19) Regulations, 2020. Under the Clause 3 of the aforesaid regulations, the State of Himachal Pradesh hereby notifies a lockdown in all its territories stipulating the following restrictions till further orders:

1. All interstate and intrastate movement of public and private stage and contract carriages including Taxies, autorickshaws etc. is prohibited. There will be total prohibition on movement or plying of trains and commercial aircrafts. The private vehicles will be plied only if essentially required for visiting hospitals and for availing/maintenance of essential services. Goods carriage vehicles shall however be allowed to ply, in respect of the services provided for in Clause 2 of this Order.
2. All shops, commercial establishments, factories, workshops, godowns etc. shall close their operations except for the following:
 - a) Shops or stores selling Groceries, Milk, Bread, Fruit, Vegetable, Meat, Fish & other uncooked food items and their transportation related activities and warehousing.
 - b) Hospitals, Chemist stores, Optical stores, Pharmaceutical and soap manufacturing units and their ancillaries together with transportation related activities.
 - c) Petrol pumps, LPG gas, Oil agencies, their godowns and their transportation related activities.

- d) E-commerce (delivery) of all essential goods including food, pharmaceuticals and medical equipments.
 - e) Production and Manufacturing Units which require continuous process may continue to function, after obtaining required permission from the Deputy Commissioner and following all precautionary protocols as notified by Health Department from time to time.
 - f) Units manufacturing alcohol for medicine/sanitizers subject to following all precautionary protocols as notified by Health Department from time to time.
 - g) Manufacturing units engaged in production of essential commodities. In this regard, the decision of Deputy Commissioner shall be final.
3. Strict home quarantine shall be observed by all foreign returnees, who landed in India on or after 9th March 2020. All such foreign returnees shall mandatorily notify the District Surveillance Officer of the concerned district & 104 Toll Free Number and register themselves for home quarantine failing which they shall be liable for legal action.
4. People are required to stay at home and come out only for basic purposes like visit to grocery, vegetable shops, chemists etc. and for essential and permitted work related travel only and that too while strictly following social distancing guidelines issued from time to time. Under no circumstances, any Social/Cultural/Sports/Political/Religious/Academic/Family mass gatherings or gatherings of any kind and purpose will be permitted at any place. All the establishments which are allowed to be kept open under these orders shall also ensure social distancing within and outside their premises.
5. Functioning of all the Government Offices shall be regulated under the Order issued vide notification no. Per(AP-B)B(15)-19/2020 dated 21st March 2020 except the following:
- a) Offices charged with law and order and magisterial duties
 - b) Police, Armed Forces and Central Para-Military Forces
 - c) Health
 - d) Treasury
 - e) Urban Local Bodies and Rural Development

- f) Fire
- g) Electricity, Water and Municipal Services
- h) Bank/ATM
- i) Print, Electronic and Social Media
- j) Telecom & Internet Services including IT&ITeS
- k) Postal services
- l) Supply chain and related transportation
- m) Any other service which the Deputy Commissioner of the concerned District deems to be essential. If there is any doubt as to whether a service establishment is essential or not, the Deputy Commissioner shall be the competent authority to decide.

The staff working in the above mentioned departments shall not proceed on leave and the already sanctioned leave is ordered to be cancelled with immediate effect except for maternity leave. Furthermore, the leave on medical grounds shall be admissible only if certified by the District Medical Board.

This issues with approval of Hon'ble Chief Minister.

By order

Chief Secretary to the
Government of Himachal Pradesh

Endst no. As Above, Dated: 23rd March 2020

Copy for information and necessary action to:

1. All the Administrative Secretaries to the Government of Himachal Pradesh for information and necessary action please.
2. All the Head of Departments for information and necessary action please.
3. All Deputy Commissioners and Superintendents of Police, Himachal Pradesh for taking all necessary actions for enforcement and implementation of aforesaid directions.


(R D Dhiman)

Additional Chief Secretary (Health) to the
Government of Himachal Pradesh