

**GOVERNMENT OF ASSAM
HEALTH & FAMILY WELFARE DEPARTMENT
DISPUR :: GUWAHATI-6**

No.HLB.111/2020/ 270

Dated Dispur, the 15th June 2020

Subject : Standard Operating Procedures (SOP) for the Operation of Various Establishments frequented by Truckers & Logistics Carriers

1. Background

Truckers travel from various States and often stay in Assam only for a few days before heading back to their next destination.

In view of some cases recently discovered in certain districts, where the source of the infection has been tracked back to Truckers and Logistics Carriers travelling from outside the State, strict hygiene and social distancing protocols are to be enforced for the Shops & Establishments frequented by the Truckers & Logistics Carriers.

2. Specific steps to be taken for various establishments

2.1.Truck Parking Stations

- a) A detailed record of all the vehicles entering the Parking Stations should be maintained and shared with the District Administration on a daily basis
- b) Once, the vehicles enter the parking lots, the Management of the Parking Lot will ensure that the Driver/ Handyman do not leave the premises of the Parking Lot, other than for loading/ unloading their goods
- c) Management of the Parking Lots will ensure that the requirements of the Truckers – Vegetables, Provisions, Newspapers, Medicines, Soaps, Mobile recharges etc. – are procured and provided from the neighbouring shops.
- d) Management of the Parking Lots will ensure that there is sufficient lighting in the parking lots during the night.
- e) Management of the Parking Lots will ensure that there is sufficient barricading around the parking lot and there is a controlled entry and exit to the lot (both for vehicular & by foot).
- f) Management will earmark dedicated spaces for the Truckers to cook their food and provide necessary cooking fuel, as may be required
- g) It should be ensured that there is sufficient toilet, bathing facilities for the Truckers using the Parking Lot (Ideally, each facility to be shared by 4-6 Truckers) and the same has to be frequently sanitized using 1% sodium hypochlorite in addition to all those frequently touched surfaces (door knobs, hand rails, benches, washroom fixtures, etc.)

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2.2.Weigh Bridges, Petrol Pumps

- a) The employees working in the weigh bridge/Petrol Pump will have limited interaction (while maintaining adequate social distance) with the driver/handyman of the Trucks.
- b) The truck driver/ handyman should be earmarked separate Toilets in the Weigh bridges/Petrol Pumps, and the same has to be frequently sanitized using 1% sodium hypochlorite in addition to all those frequently touched surfaces (door knobs, hand rails, benches, washroom fixtures, etc.)

2.3.Loading/Unloading Centres, Godowns

- a) A detailed record of all the Trucks/Large Goods Carriers entering the Loading/Unloading Centres, Godowns should be maintained and shared with the District Administration on a daily basis
- b) Once, the vehicles enter the Loading/Unloading Centres, Godowns, the Management of the Loading/Unloading Centres will preferably ensure that the Driver/ Handyman do not leave the premises of the Loading/Unloading Centres, Godowns.
- c) Management of the Loading/Unloading Centres, Godowns will ensure that the requirements of the Truckers – Food, Power for Recharging Mobiles, Water, Toilet Facilities, Waiting Sheds etc. – are provided.
- d) Management of the Loading/Unloading Centres, Godowns will ensure that there is sufficient lighting in the Loading/Unloading Centres, Godowns during the night.
- e) Management of the Loading/Unloading Centres will ensure that there is sufficient barricading around the Loading/Unloading Centres and there is a controlled entry and exit to the lot (both for vehicular & by foot).
- f) Management will earmark dedicated spaces for the Truckers to cook their food and provide necessary cooking fuel, as may be required
- g) It should be ensured that the toilet, bathing facilities for the Truckers using the Loading/Unloading Centres is sanitized using 1% sodium hypochlorite in addition to all those frequently touched surfaces (door knobs, hand rails, benches, washroom fixtures, etc.)
- h) Labourers, Employees working in the Loading/Unloading Centres should be provided separate toilet/bathroom facilities by the Management.
- i) The labourers, employees working in the Parking Lots will have limited interaction (while maintaining adequate social distance) with the driver/handyman of the Trucks.

2.4.Dhabas

- a) A detailed record of all the trucks, long-distance vehicles entering the Dhabas should be maintained and shared with the District Administration on a daily basis
- b) Takeaways to be encouraged, instead of Dine-In and employees should NOT handover the food packet directly to the customer.
- c) Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions.
- d) Only asymptomatic staff and patrons shall be allowed.
- e) 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.
- f) Staggering of the customers to be done, if possible.
- g) Adequate manpower shall be deployed by the Dhaba management for ensuring social distancing norms.
- h) Seating arrangement to be made in such a way that adequate social distancing is maintained. In Dhabas, not more than 50% of seating capacity to be permitted.
- i) Disposable menus are advised to be used.
- j) Tables to be sanitized each time customer leaves.
- k) In the kitchen, the staff should follow social distancing norms at work place. Kitchens area must be sanitized at regular intervals.
- l) The customers should be earmarked separate toilets, wherever possible, and the same has to be frequently sanitized using 1% sodium hypochlorite in addition to all those frequently touched surfaces (door knobs, hand rails, benches, washroom fixtures, etc.)

2.5.Motor vehicle Garages

- a) A detailed record of all the trucks/long distance vehicles entering the Parking Stations should be maintained and shared with the District Administration on a daily basis
- b) Once, the vehicles enter the Motor Vehicle Garages, the Management will ensure that the interior & exterior of the vehicle is fully sanitized/ the part where the repairing is to be done, using a 1% Sodium Hypochlorite solution before the employees start repairing the vehicle
- c) The truck driver/ handyman should be earmarked separate Toilets in the Garage, wherever possible, and the same has to be frequently sanitized using

1% sodium hypochlorite in addition to all those frequently touched surfaces (door knobs, hand rails, benches, washroom fixtures, etc.)

3. General preventive measures in Weigh Bridges, Petrol Pumps, Truck Parking Station, Motor vehicle Garages, Dhabas, Loading/Unloading Centres, Godowns

- a) Posters/standees on preventive measures about COVID-19 to be displayed prominently.
- b) Physical distancing of at least 6 feet to be followed as far as feasible.
- c) Use of face covers/masks mandatorily.
- d) Practice frequent hand washing with soap even when hands are not visibly dirty. Use of alcohol-based hand sanitizers can be made wherever feasible.
- e) Sufficient drinking water facilities are to be provided to the Truckers.
- f) 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.
- g) Self-monitoring of health by all and reporting any illness at the earliest to State helpline (104).
- h) Spitting shall be strictly prohibited.
- i) Employees should be provided separate toilet/bathroom facilities by the Management.
- j) The employees will have limited interaction (while maintaining adequate social distance) with the driver/handyman of the Trucks.
- k) Proper disposal of face covers / masks / gloves left over by Truckers and/or staff should be ensured.
- l) Deep cleaning of all washrooms shall be ensured at regular intervals.
- m) Contactless mode of receipt generation and digital mode of payment (using e-wallets) to be encouraged.
- n) In case any truckers/ handyman/employees are exhibiting any fever-like symptoms, the management is duty bound to inform either the State Helpline 104 or the nearest medical facility.

This order comes into place with immediate effect.



(Samir K Sinha, IAS)

Principal Secretary to Government of Assam
Health & Family Welfare Department