

F.1(56)2020/Welfare/DDA/ 61

Dated: 12/03/2020

CIRCULAR

Sub: Advisory for Novel Corona Virus 2019.

The purpose of this circular is to provide updated information and guidelines, based on the recommendations developed by State Surveillance Unit, Delhi (Integrated Disease Surveillance Program and National Vector Borne Disease Control Program) Govt of NCT of Delhi, on the precautions to be taken to minimize risk to the all DDA's Staff.

As we all are aware that WHO declared the Novel Corona Virus (nCoV-2019) epidemic affecting countries as International Public Health Emergency of International Concern. Approximately 98,426 cases and approx 3,386 of deaths have been reported so far. Since passengers from different parts of world are coming to Delhi on daily basis and large number of people also migrates from one place to another, so Delhi is also at risk, but as of now only a few confirmed cases have been detected in Delhi. Therefore, to save ourselves, our families and community from infection of Corona virus, we must follow some preventive measure.

In view of above, the aim of Government of India is to create mass awareness in all offices regarding preventive measures from Corona Virus (nCoV-2019). On this background, DDA has also decided to issue advisory and some preventive measures in all office/sections for protection from Corona Virus-2019.

All offices/sections under the administrative control of your charge may be urged to display this advisory on prominent place in your respective office to create mass awareness. An example set by us will have a huge impact across the country. A copy of advisory is enclosed herewith.

This issue with the approval of Competent Authority.

Encl: As above.

(BAL RAJ)
Deputy Director (IR&SW)

Copy to:

1. Commissioner-Cum-OSD to VC, DDA for kind information of Hon'ble Vice Chairman please.
2. P.S. to Finance Member for kind information of later please.
3. P.S. to Engineer Member for kind information of later please.
4. Chief Vigilance Officer, DDA.
5. P.S. to Pr. Commissioner (Land Disposal, Land Management & System).
6. P.S. to Pr. Commissioner (Housing, PMAY, CWG).
7. P.S. to Pr. Commissioner (Personnel, Horticulture, Landscape).
8. All Chief Engineers (Civil & Electrical), DDA.
9. Commissioner, Planning, DDA.
10. Chief Architect, DDA.
11. All Commissioners, DDA.
12. PS to Commissioner-Cum-Secretary, DDA.
13. Chief Accounts Officer, DDA
14. Chief Legal Advisor, DDA.
15. Finance Advisor (Housing), DDA.
16. All Directors /Superintending Engineers, DDA.
17. Dy. Director VC Office, all Dy. Directors/Ex. Engineers, DDA through WOs/WIs.
18. Notice Boards, Vikas Sadan/Vikas Minar.


Deputy Director (IR&SW)

Novel Coronavirus (2019-nCoV)-General Advisory for Public

The 2019 novel coronavirus (2019-nCoV), Wuhan coronavirus, is a contagious virus that causes respiratory infection, can transfer from human to human.

Symptom

- Fever
- Difficulty in Breathing
- Coughing
- Tightness of Chest
- Running Nose
- Head Ache
- Feeling of being Unwell
- Pneumonia
- Kidney Failure

Incubation Period: 14 Days asymptomatic

Mode of transmission

Human Coronavirus (2019-nCoV) most commonly spread from an infected person to other through:

- The air by coughing and sneezing.
- Close personal contact, such as touching or shaking hand.
- Touching an object or surface with the virus on it, then touching your mouth, nose or eyes before washing your hands.

How to reduce risk of Coronavirus infection (2019-nCoV)

- Clean hand with soap and water or alcohol based hand rub
- Cover nose and mouth when coughing & sneezing with tissue or flexed elbow.
- Avoid close contact with anyone with cold or flu like symptoms
- Avoid frozen meet
- Isolation of symptomatic patients for atleast 14 days

DO's and DON'Ts

DO's	DON'Ts
<ul style="list-style-type: none">• Cover your nose and mouth with disposable tissue or handkerchief while coughing or sneezing.• Frequently wash your hands with soap and water.• Avoid crowded places.• Person suffering from Influenza like illness must be confined at home.• Stay more than one arm's length distance from persons sick with flu.• Take adequate sleep and rest.• Drink plenty of water/liquids and eat nutritious food• Person suspected with influenza like illness must consult doctor.	<ul style="list-style-type: none">• Touching eyes, nose or mouth with unwashed hands.• Hugging, kissing and shaking hands while greeting.• Spitting in public places.• Taking medicines without consulting doctor.• Excessive physical exercise.• Disposal of used napkin or tissue paper in open areas.• Touching surfaces usually used by public (Railing, door gates, etc).• Smoking in public places.• Unnecessary testing.

24*7 Control Room has been established at DGHS (HQ), may be contacted for any query related to nCOV-2020

Ph: 011-22307145, 22300012, 22300036

Steps for Hand washing

0



Wet hands with water;

1



Apply enough soap to cover all hand surfaces;

2



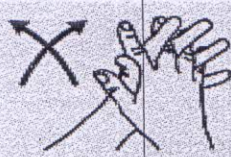
Rub hands palm to palm;

3



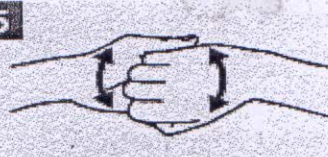
Right palm over left dorsum with interlaced fingers and vice versa;

4



Palm to palm with fingers interlaced;

5



Backs of fingers to opposing palms with fingers interlocked;

6



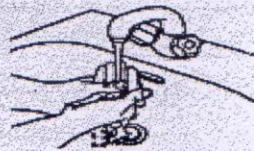
Rotational rubbing of left thumb clasped in right palm and vice versa;

7



Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;

8



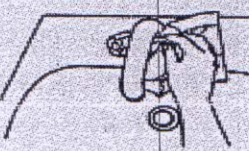
Rinse hands with water;

9



Dry hands thoroughly with a single-use towel;

10



Use towel to turn off faucet;

11



Your hands are now safe.