

राजस्थान सरकार
निदेशालय, चिकित्सा एवं स्वास्थ्य विभाग, राजस्थान, जयपुर।

क्रमांक कोरोना/2020/ 1164

दिनांक: 02-09-2020

समस्त, संयुक्त निदेशक,
समस्त, मुख्य चिकित्सा एवं स्वास्थ्य अधिकारी,
राजस्थान।

विषय:- परीक्षा आयोजन के दौरान कोविड-19 की रोकथाम गतिविधियां हेतु दिशा निर्देश।

सन्दर्भ :- भारत सरकार द्वारा दिनांक 02.09.2020 को जारी परीक्षा आयोजन के दौरान कोविड-19 की रोकथाम गतिविधियां हेतु दिशा निर्देश।

उपरोक्त विषयान्तर्गत एवं सन्दर्भित पत्र के क्रम में लेख है कि भारत सरकार द्वारा दिनांक 02.09.2020 को जारी परीक्षा आयोजन के दौरान कोविड-19 की रोकथाम हेतु आवश्यक गतिविधियों के लिये दिशा निर्देश जारी किये गये हैं, जो कि संलग्न कर आवश्यक कार्यवाही हेतु प्रेषित किये जा रहे हैं।

संलग्न :- उपरोक्तानुसार।

अति. निदेशक (ग्रामीण स्वास्थ्य)
चिकित्सा एवं स्वास्थ्य सेवार्यें
राजस्थान, जयपुर।

दिनांक:

क्रमांक कोरोना/2020/ 1164

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:-

1. निजी सचिव, प्रमुख शासन सचिव, चिकित्सा एवं स्वास्थ्य विभाग, राजस्थान।
2. निजी सचिव, शासन सचिव एवं मिशन निदेशक (एनएचएम), राजस्थान।
3. निजी सहायक, निदेशक (जन स्वास्थ्य) मुख्यालय।
4. समस्त, जिला कलक्टर, राजस्थान।
5. नोडल ऑफिसर (आईडीएसपी), मुख्यालय।
6. संबंधित अधिकारी को पालनार्थ।
7. प्रभारी, सर्वर रूम को संबंधित को ई-मेल करने व वेबसाईट पर अपलोड करने वास्ते।
8. रक्षित पत्रावली।

अति. निदेशक (ग्रामीण स्वास्थ्य)
चिकित्सा एवं स्वास्थ्य सेवार्यें
राजस्थान, जयपुर।

Government of India
Ministry of Health & Family Welfare

SOP on preventive measures to be followed while conducting examinations to contain spread of COVID-19

Examination centres are frequented by large number of students (as well as their parents) and staff till the entire duration of the exam and therefore, it's vital to plan and conduct these examinations, while following specific preventive measures, as detailed in the paragraphs below.

1. Generic preventive measures

The generic measures include simple public health measures that are to be followed to reduce the risk of COVID-19. These measures need to be observed by all (staff, students and parents) in these places at all times.

These include:

- i. Physical distancing of at least 6 feet to be followed as far as feasible.
- ii. Use of face covers/masks to be made mandatory.
- iii. Practice frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be made wherever feasible.
- iv. Respiratory etiquette 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.
- v. Self-monitoring of health by all and reporting any illness at the earliest.
- vi. Spitting shall be strictly prohibited.
- vii. Installation & use of Aarogya Setu App shall be advised to all, as far as feasible.

2. All Universities/Educational Institutions/Examination Conducting Authorities/Examination centers shall specifically ensure the following arrangements:

a) Planning of examinations

- i. Only those examination centers which are outside the containment zone shall be allowed to function. Staff/examinees from containment zones shall not be permitted. Such examinees shall be given an opportunity to undertake the examination through other means or the Universities/Educational Institution shall arrange for taking exam at a later date for such students.
- ii. Universities/ Educational Institutions/ Examination Conducting Authorities/ Examination centers may plan out the examination schedule in a staggered manner so as to avoid overcrowding at any examination center on any day.

- v. Enough entry & exits gates for students and staff shall be ensured to avoid overcrowding.
- vi. Maintaining physical distancing of a minimum of 6 feet, when queuing up for entry and inside the center as far as feasible.
- vii. Specific markings may be made with sufficient distance to manage the queue and ensure social distancing in the premises.
- viii. Proper crowd management in the examination center as well as outside premises like parking lots, waiting areas — duly following physical distancing norms shall be ensured.
- ix. Bags/books/mobiles should not be allowed in the examination center.
- x. The examinees will be taken to a registration room in batches maintaining adequate physical distancing norms for document verification and recording of attendance. Thereafter they will be escorted in batches to the allotted examination hall.
- xi. Frisking of examinees, if needed, shall be undertaken after thermal screening. Personnel involved in frisking shall wear triple layer medical mask in addition to gloves. Proper hand hygiene shall be maintained by such personnel every time they change their gloves.
- xii. On completion of exam, the candidates should be permitted to move out in an orderly manner

d) Special precautions for high risk individuals

- i. All staff that is at high risk (older employees, pregnant employees and employees who have underlying medical conditions) shall not be deployed for invigilation/conduct of examination.
- ii. Such staff should preferably be deployed in tasks not requiring direct contact with the students.

e) Movement within the examination center, seating arrangement including conduct of examination

- i. Number of people in the elevators shall be restricted, duly maintaining physical distancing norms.
- ii. Provision of wheelchairs, if warranted, should be ensured and these should be disinfected regularly.
- iii. In case of PwD candidate availing a scribe, both the candidate and scribe must wear the masks and be made to sit with adequate physical distancing.
- iv. Institutions may adopt contact less processes like OR code, online forms, digital signatures for the examination.
- v. Adequate arrangements for safe drinking water (preferably with disposable cups/glasses) be made in the examination hall.
- vi. Seating arrangement in the examination hall to be made in such a way that adequate social distancing is maintained.
- vii. For pen & paper based tests, the invigilator will sanitize his hands prior to distribution of question papers/answer sheets. The examinees will also sanitize their hands before receiving such papers and handing them back to invigilators. The collection and packing of the answer sheets, at every stage will involve sanitization of the hands. The answer sheets will preferably be opened up after 72 hours have elapsed post collection of papers.
- viii. Use of spit/saliva for counting/distributing sheets shall not be allowed.
- ix. Sharing of personal belongings/stationery shall not be allowed.