

Guidelines to be followed for COVID-19
(Update from Board of Managers meeting, 2nd Aug 2020)

Emergency Response / Help for COVID related cases

Three options were discussed and finally Option 3 was decided to be implemented immediately and option 2 to be explored for viable implementation as future backup plan.

Option 1) Quarantine center in community halls

This requires Govt. Permission and needs full-fledged setup with full time doctors and needs to be run by professionals, otherwise association will have liabilities. So this option was not considered. Anyway, NTFN/NKDA are planning to come up with such centers in different areas of new town using public buildings and residents will be informed as and when that happens.

Option 2) Isolation center in community hall

This may be feasible but may not be practical unless food supply, sanitization, bathroom use etc. are planned properly and support system is created for people needing medical help. The board is in discussion with third party medical service providers for exploring the viability of this. This is kept as a back up option.

Option 3) Home Isolation with Oxygen Support from Association

This option is the recommended mode from our doctors as, according to them, the most important thing that may be needed during home isolation is oxygen support for patients till they recover or get a bed in a hospital. For that, association has arranged for **buying of two oxygen cylinders with all accessories (the association already has two pulse oximeters)** - this can be sent to the required flats as and when needed. It should be done only on doctor advice. The setup for this needs to be done by trained nurses or can be done under doctor's supervision. Association has shortlisted a doctor and nursing agency who have agreed to provide this kind service on direct payment basis from the residents . The residents needing this service should connect directly – they are available 24x7. The same doctor / agency can also provide services for medical consultation, pathological tests etc. The association is in discussion with more doctors & agencies and they will be added to this list later.

Doctor Name – Dr. Subhankar Chakraborty (9831068040)

Nursing Agency – Associated with North City Hospital (9831719463)

Regular vendors of essential commodities

(Milk, Water, Gas, News Paper, Grocery, Medicine, online shopping etc.)

People required to come in only occasionally

(Carpenter, repair/service personnel, ..)

People required to come in regularly except Domestic Helps

(Facility Cleaners, Driver, Car Cleaners)

The current practice to continue unchanged

- Thermal screening, SpO2 check and sanitization / wash for all at the gate
- Delivering everything at gate except Gas
- Carpenter, repair/service personnel allowed on emergency basis – to be accompanied by residents
- For Gas, also continue current practice with necessary precautions.
- Car cleaners – not to be allowed at this point.

Domestic Helps

The current practice to continue unchanged

- **24-hour domestic help in a single flat** and daily domestic helps working for **whole day in a single flat** in the complex will be allowed.
- **Residents to take all necessary precautions**
- **Residents to accompany the domestic helps to and fro between security gate and flat** and ensure that any of the common surfaces including lift buttons is not touched by them.
- **Residents required to fill-up and sign in declaration forms** which will be reviewed and approved by a committee already setup by the Board. There are two declaration forms –
 - **Form A** – for 24-hour domestic help in a single flat
 - **Form B** – for daily domestic helps working for the whole day in one flat

General Guidelines For Residents

- **Wearing of mask, regular hand sanitization and maintenance of social distancing is mandatory in markets** - Residents should also demand strict adherence to these from the market vendors.
- **Wearing of mask and maintenance of social distancing mandatory for people roaming inside the campus – mingling / congregation of groups and visits between flats should be strictly avoided.**
- In case of some resident testing positive for COVID, the Secretary should be informed and standard operating procedures as guided by NKDA will be followed including sealing of the flat. In such scenario, the concerned residents can use online grocery / vegetable / medicine / food orders - association will arrange for sending them to the flat after they are delivered at the main gate. The concerned residents also need to follow standard garbage disposal norms as directed by NKDA.
- Any resident coming from other locations / states must contact the Secretary, who can arrange for required review as per Govt. norms with a designated committee, who can suggest necessary steps to be taken. The same holds true for new tenants.
- All these measures will be reviewed again after **31st August**.

(Krishnadas Debnath)

President

(Ashok Kumar Gupta)

Secretary