

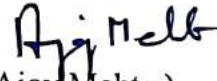
**Government of Maharashtra**

No. DMU 2020/ CR 92/ DM 1  
Disaster Management, Relief & Rehabilitation  
Mantralaya, Mumbai  
Date: 13<sup>th</sup> May, 2020

**ORDER**

The Indian Railways are now initiating Non-Shramik normal trains to different parts of the country. It is essential that guidelines and health protocol needs to be put in place to ensure that the spread of COVID 19 is prevented.

The Standard Operating Procedure (SOP) for movement of persons arriving by trains into Maharashtra is annexed herewith as *annexure-1* for all Police Commissioners, District Collectors, Municipal Commissioners, Transport Commissioner, Managing Director, Maharashtra State Road Transport Corporation, General Manager, BEST and Railway authorities and all other concerned authorities with the directions for their strict implementation.



( Ajoy Mehta )

Chief Secretary, Maharashtra

Copy to:

1. Principal Secretary to Hon'ble Governor of Maharashtra, Mumbai,
2. Hon'ble Chairman, Maharashtra Legislative Council, Mumbai,
3. Hon'ble Speaker, Maharashtra Legislative Assembly, Mumbai,
4. Principal Secretary to Hon'ble Chief Minister, Government of Maharashtra, Mumbai,
5. Secretary to Hon'ble Deputy Chief Minister, Government of Maharashtra, Mumbai,
6. Private Secretary to Leader of Opposition, Legislative Council / Assembly, Mumbai,
7. Private Secretaries of All Hon'ble Minister/Minister of State, Mantralaya, Mumbai,
8. All Additional Chief Secretaries/Principal Secretaries/Secretaries of Government of Maharashtra, Mantralaya, Mumbai,
9. Director General of Police, Mumbai,
10. Principal Secretary, Public Health Department, G.T.Hospital, Mumbai,

## Annexure-1

### STANDARD OPERATING PROCEDURE (SOP) for the passengers arriving in MAHARASHTRA by TRAIN

Ministry of Railways has permitted movement of trains coming to Mumbai. Following SOP shall be followed by the Respective Agencies on Arrival of Scheduled trains

1. District Collectors will be the nodal officers for their respective districts and for MCGM jurisdiction, Municipal Commissioner, MCGM will be the nodal officer.
2. Nodal person shall coordinate with the Railway Authorities for getting the Schedule of trains and List of Passengers arriving in respective districts & MCGM as the case may be.
3. The detailed list of passengers with their arrival date and time, etc. would be shared with the Nodal Officers of the State by the nodal officer appointed by the Indian Railways at least one day in advance, so that necessary arrangements can be made by respective agencies.
4. Ministry of Railways shall ensure that all the persons boarding the train shall be compulsorily screened before the train and only asymptomatic persons shall be allowed to board the train.
5. At the Railway Station, maintenance of order and social distancing norms shall be the responsibility of Indian Railways

#### HEALTH SCREENING PROTOCOL

6. MCGM / NODAL OFFICERS shall set up a separate screening area with screening counters maintaining the social distancing norms in consultation with Railway Authorities . Adequate no. of screening counters depending upon the no. of passengers arriving should be made. All required furniture should be put in the screening area and counters for the medical teams and the passengers.
7. Railways shall ensure that while deboarding of the passengers, social distancing norms are followed scrupulously and passengers are deboarded in a staggered manner so that they don't crowd the screening area. Further it should also be ensured by the railways that the deboarding, screening and exit of passengers from the railway station is done in an orderly manner.

8. Railways shall also create a waiting area for the passengers who are waiting for the screening with adequate seating arrangements.
9. MCGM/NODAL OFFICERS shall ensure that adequate number of medical teams are placed at Railway Station for screening so as to avoid delay and chaotic situation at Railway Station .
10. MCGM/NODAL OFFICERS should provide PPE kits, thermal guns etc., to the medical teams.
11. All the asymptomatic persons coming to MAHARASHTRA shall be allowed to go to their respective home after ascertaining that they are asymptomatic for HOME QUARANTINE of 14 days & Stamped accordingly . It is mandatory to download AAROGYA SETU APP on their mobiles.
12. For the persons who are found Symptomatic Standard protocol for sampling / Testing and Quarantine SOP shall be followed by MCGM / NODAL OFFICERS .

#### MOVEMENT OF PASSENGERS

13. Private vehicles are allowed at Railway Stations for movement of passengers. E-tickets shall be mandatory with the passengers along with the vehicle driver. Before Start of Travel passenger shall send the e-ticket to their family members and police shall allow the movement of private vehicles treating this e-ticket copy as PASS for movement of private vehicle to carry passenger from railway station to destination of passenger. Number of Passengers allowed in the vehicle is 3 people in 5 seater & 5 people in 7 seater inclusive of driver along with relevant pass or e - ticket .
14. GM – BEST shall arrange movement of passengers from Railway Station to within the city areas of MCGM . Sufficient buses should be provided and care should be taken about Social distance-Disinfection in the buses. For Outside the city limits MSRTC shall provide the requisite passenger bus service depending upon the number of passengers and the respective places of movement .
15. Scooter, Motorcycle & Rickshaw will not be allowed for movement of passengers.
16. Passengers moving outside the RED ZONE shall be only on specific reason and requisite permission taken in advance.

17. COMMISSIONER ,TRANSPORT ( MAHARASHTRA) should arrange Taxi service as per the roaster in consultation with respective TAXI ASSOCIATION. If required he /she will coordinate with local police authority for additional taxis and overall smooth movement of passengers.
18. Number of persons sitting in the taxi is as per prevailing norms .
19. Proper Disinfection , Social Distancing and Use of Mask is mandatory .
20. Vehicle and frequently used handle should be dis-infected.
21. COMMISSIONER TRANSPORT/MSRTC & GM -BEST shall have to place one Help Desk outside the railway station for the guidance of the passengers in consultation with the Railway Authorities . Local Police and GRP staff should be deployed sufficiently to avoid any difficulty

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