



**INDIAN COUNCIL OF AGRICULTURAL RESEARCH**  
**KRISHI BHAVAN : NEW DELHI**

F.No. GAC- 12(02)/2020-Cdn.

Dated 20<sup>th</sup> March, 2020

To

All Directors/Project Directors of ICAR Research Institutes/National Research Centres/  
Project Directorates/Bureaux/ATARIs

Sir/Madam,

In continuation of Council's letter of even number dated 20.3.2020, the Ministry of Health & Family Welfare has sought information on quarantine facilities under ICAR all over the Country in the prescribed proforma and as per the check-list attached. It is requested that the information in the prescribed proforma and as per the check-list may be provided by 3.00 PM today i.e. 20.3.2020 by mail at [vincentt.icar.nic.in](mailto:vincentt.icar.nic.in) or by fax on Tel. No. 011-23387293.

Yours faithfully,

*Ajai*  
20/3/20  
(Ajai Verma)

Under Secretary (GAC)

**Copy to:**

1. DKMA for placing this letter on the ICAR website.
2. Shri Lav Aggarwal, Joint Secretary, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi ([alav@ias.nic.in](mailto:alav@ias.nic.in))
3. Shri P. Ravindran, Director (EMR), Ministry of Health and Family Welfare ([p.ravindran@nic.in](mailto:p.ravindran@nic.in)) for information.



Email

**[Secy-goi] Identification of quarantine facilities-reg**

**From :** P RAVINDRAN DIR. (EMR), MOHFW  
<p.ravindran@nic.in>

Tue, Mar 17, 2020 01:45 PM

1 attachment

**Sender :** secy-goi-bounces@lsmgr.nic.in

**Subject :** [Secy-goi] Identification of quarantine facilities-reg

**To :** secy-goi@lsmgr.nic.in

**Cc :** writeto dr yogesh <writeto.dr.yogesh@gmail.com>

निदेशक (प्रशासन)

Director (Admn.)

डा. सं./Dy. No. 558

दिनांक/Date 19/3/20

Sir/Madam

I am directed to forward herewith scanned copy of a d.o. letter dated 14th March, 2020 from Shri lav Agarwal, Joint Secretary, Ministry of health and Family Welfare in connection with the subject mentioned above.

From:

O/o

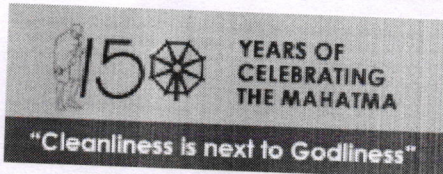
Dr. P. Ravindran,

Addl. DDG &amp; Director(EMR)

Dte. General of Health Services (DGHS)

Ministry of Health &amp; FW,

Nirman Bhawan, New Delhi



Dy - in meeting  
As(D) - in meeting  
DG(A)

Secy-goi mailing list

Secy-goi@lsmgr.nic.in

identification of quarantine centres.pdf  
2 MB

US(4AC) by 19/3  
(6 PM)

DSGAC  
DG(A)  
VIMP  
re. forward this to all Institutes immediately & ask to respond as per programme  
19/3/20





**LAV AGARWAL, IAS**  
Joint Secretary

Tel. : 011-23061195  
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भारत सरकार  
स्वास्थ्य एवं परिवार कल्याण मंत्रालय  
निर्माण भवन, नई दिल्ली - 110011

GOVERNMENT OF INDIA  
MINISTRY OF HEALTH & FAMILY WELFARE  
NIRMAN BHAVAN, NEW DELHI - 110011

D.O. No. Z.28015/34/2020-EMR

Dated the 14<sup>th</sup> March, 2020

~~Dear~~ Respected Sir/Madam,

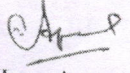
In wake of over 110 countries currently reporting Novel Coronavirus Disease (COVID-19) and that some among them are reporting large number of cases and deaths, we are preparing ourselves to quarantine passengers traveling to India from these countries. The States have been requested to identify such facilities.

In view of the above, all Central Ministries are required to identify facilities (barracks or hall type accommodation). Guest houses that are remotely located and have individual rooms will also serve the purpose.

A checklist for identification of such quarantine facilities is annexed. You are requested to convey availability of such facilities to this Ministry in the prescribed format enclosed herewith at the earliest.

with sincere regards,

Yours sincerely

  
(Lav Agarwal)

To:

- All Secretaries of Central Ministries



## CHECKLIST FOR ESTABLISHING A QUARANTINE CENTER

### **I. Basic Information:**

1) Name of the Quarantine Centre:

2) Address:

|  |
|--|
|  |
|--|

3) Officer In charge:

4) Email address:

5) Phone Number:

6) GPS Coordinates:

### **II. Location of quarantine centre**

7) Located away from the residential area? ☐ Yes ☐ No

8) Distance to nearby residential area? \_\_\_\_\_

9) Away from an area where gathering expected (Eg: Temples, stadiums, Churches etc).

☐ Yes ☐ No

### **III. Accessibility to the quarantine centre :**

10) How far is it from the nearby airport?

11) How far is from the nearest railway station?

12) How far is the nearest bus station?

13) Is the road to quarantine centre is free from heavy traffic?

14) Is the road to quarantine centre is wide enough to have two vehicles at a time?

☐ Yes ☐ No

15) How far is the nearest tertiary care centre?

16) How far is the nearest District Hospital?

### **IV. Facilities & basic amenities at quarantine facility:**

17) How many floors are there in the quarantine building?

18) How many rooms available at the quarantine facility?

19) How many numbers of beds in each room at quarantine facility?

20) What is the distance between beds in the quarantine room?

21) Is there is 24\*7 supply of electricity at the facility? ☐ Yes ☐ No

22) Is there 24\*7 supply of water at the facility? ☐ Yes ☐ No

23) Is there air conditioning available? ☐ Yes ☐ No

- 24) If yes, it is by centralised AC or individual air conditioning in each room?  
 i. If individual AC ? a: Split b: Window
- 25) Does window space covers at least 10% of total area? ☐ Yes ☐ No
- 26) How many windows in each room?
- 27) Is there exhaust fans in each room? ☐ Yes ☐ No  
 i. If Yes, how much air exchange rate expressed in cubic feet per minute (CFM)?
- 28) Is there drainage facility available in each floor? ? ☐ Yes ☐ No
- 29) Is there any separate sewage line from Quarantine areas?
- 30) Are there separate exit & entry points? ☐ Yes ☐ No
- 31) Is there availability of 24\*7 security services at the quarantine area?
- 32) Is there any separate door for entry of non-health professionals for housekeeping, catering?  
☐ Yes ☐ No
- 33) Is there any separate washroom facility for each room at the facility?  
☐ Yes ☐ No
- 34) If not, how many wash rooms per person/area?
- 35) Are the floors washable & easily dried? ☐ Yes ☐ No
- 36) Is the floor mappable? ☐ Yes ☐ No
- 37) Is there any in-house mess facility available at quarantine area?
- 38) Is there any separate room/ resting facility for?  
 i. Doctors  
 ii. Nurses  
 iii. Paramedics  
 iv. Cleaning staffs

#### V. Linen management

- 39) What is the Frequency of changing linen in Quarantine rooms?
- 40) Whether disposable of Linen used? ☐ Yes ☐ No  
 i. If No then, How they are disinfecting & cleaning linen?  
 ii. How frequently linens changed?
- 41) Is there any curtains available in the quarantine rooms/wards? ☐ Yes ☐ No  
 i. If yes frequency of changing them?  
 ii. frequency of disinfecting & cleaning?
- 42) Is there any policy for disinfecting mattress at quarantine facility?  
☐ Yes ☐ No
- 43) Is there any written policy for disinfecting beds at quarantine centres?  
☐ Yes ☐ No

44) If yes, please verify policy and elaborate /

**VI. Infection control practices**

45) Is adequate PPE supply available at the quarantine facility? ☐ Yes ☐ No

46) Is there adequate supply of disinfectants at the centre? ☐ Yes ☐ No

47) Are the staffs in the facility trained in wearing PPE? ☐ Yes ☐ No

48) Is there a separate area for donning & doffing PPE? ☐ Yes ☐ No

49) Is there hand washing facility with soap with dispenser / hand sanitizer available at donning & doffing areas?

☐ Yes ☐ No

50) If yes, what type of hand rub dispensers are available? (select all applicable answers)

- i. Pocket bottle
- ii. Bottle affixed to trolley/tray
- iii. Bottle affixed to bed
- iv. Wall dispenser
- v. Dispenser located on bedside table/trolley

51) Whether all staff has access to hand rub dispensers? ? ☐ Yes ☐ No

52) Are hand rub dispensers replaced when empty?

- i. Always
- ii. Intermittently
- iii. Rarely
- iv. Never
- v. Not applicable

53) Are posters illustrating handwash technique displayed beside each sink?

☐ Yes ☐ No

54) Is there availability of bleaching solution of different strength available?

| % of hypochlorite solution | YES | NO |
|----------------------------|-----|----|
| 1%                         |     |    |
| 5%                         |     |    |
| 10%                        |     |    |

55) Is there any policy for rodent & pest control management? ☐ Yes ☐ No

56) If yes, is it being implemented & followed? ☐ Yes ☐ No

57) Are the staffs trained in infection control practices? ☐ Yes ☐ No

58) Is there a structured curriculum / training module for Infection Control Practices? ?

☐ Yes ☐ No

59) What is the Frequency of cleaning of

- i. floors of quarantine rooms/wards
- ii. Bathrooms
- iii. Ambulatory areas
- iv. Resting rooms
- v. What is the Frequency of cleaning high touch surfaces like door knobs, bed rails etc?

60) Is there any separate sample collection area? ☐ Yes ☐ No

61) Is there is separate thermometer & BP apparatus available at the quarantine centre?

☐ Yes ☐ No

62) Are there colour coded bags available for BMW management?

63) Is the waste being segregated and disposed as per protocol? ☐ Yes ☐ No

64) Are the sharps being disposed as per protocol? ☐ Yes ☐ No

65) How the food waste is being disposed?

## VII. Recreational facilities

66) Is there provision for mobile phone or internet at the facility? ☐ Yes ☐ No

67) Are the mobiles phone disinfected?

- i. If Yes how
- ii. How frequently

68) Is there any recreational room / area available? ☐ Yes ☐ No

69) Is there any provision for Television or Radio at the quarantine facility?

☐ Yes ☐ No

70) Is there a provision of printed reading materials at the facility? ☐ Yes ☐ No

- i. If Yes how the materials are disposed off?

## VIII. Human resources & logistics

71) Is there a dedicated Infection nurse for the quarantine facility to monitor IPC activities?

72) Is there is rotational shift for doctors/nurses/paramedics?

- i. If Yes, how many shifts?
- ii. Doctors in each shift
- iii. Nurses in each shift
- iv. Cleaning staffs in each shift

73) Is there any pulmonologists/physician available when it is needed?

☐ Yes ☐ No

74) Is there a phlebotomist/ lab technician available when it is needed?

☐ Yes ☐ No

75) Is there any availability of clinical psychologist in quarantine facility?

☐ Yes ☐ No

**IX. SOP & policies**

76) Are there any guidelines/ in-house SOP for infection control practices?

☐ Yes ☐ No

77) Is there any protocol for limiting the visitors to quarantine area? ☐ Yes ☐ No

78) Is there any written policy for the recreational area? ☐ Yes ☐ No

79) Biomedical waste management guidelines 2016 & amendments 2019 available?

☐ Yes ☐ No

80) Does the quarantine health facility in charge aware of National IPC guidelines for healthcare facilities 2020? ☐ Yes ☐ No

81) Is there any linen policy available? ☐ Yes ☐ No

82) Is there any SOP for working of doctors, nurses & paramedics at quarantine facility?

☐ Yes ☐ No

83) Is there any protocol for disinfecting ambulance after transporting patient to isolation centre?

84) Is there any policy for monitoring health of staffs at quarantine area?

85) Is there enough IEC displayed at the quarantine centre?

**X. Transporting Patients to Isolation centre**

86) Is there any protocol for transfer of patients to tertiary care/transfer of symptomatic cases to isolation centre?

87) Is there separate ambulance available for transporting patients to isolation centre?

☐ Yes ☐ No

88) Are the ambulance staff trained in wearing PPE & infection control practices?

89) How far is the Isolation facility from the quarantine centre



### Identification of Quarantine facilities in States

[illegible]