

GOVERNMENT OF ANDHRA PRADESH

ENDOWMENTS DEPARTMENT

From :
P.Arjun Rao, I.A.S.
Spl. Commissioner,
Endowments Department
Andhra Pradesh, Vijayawada.

To:
The Special Chief Secretary,
Health, Medical & F.W. Department
Government of Andhra Pradesh.
Secretariat, Velagapudi.

R.C.No. J1/ 286 /2020 Dt.29.05.2020

Sir,

Sub : Endowments Department – containment of Covid-19- Lock down – allowing the devotees in to the temple – Standard Operating Protocol to temples – submitted – requested to verify and issue guidelines – reg.,

Ref : 1.GOI,MHA No.40-3/2020-DM-I(A) dt.15.04.2020, 17.05.2020
2. G.O.Rt.No. 274, H,M&FW (B2)Department dt.17.05.2020.
3. T/o. R.C.No.J1/ 209 /2020 dt.19.03.2020.

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I submit that the temples and Mutts in Andhra Pradesh are not allowing the devotees for darshan and poojas as a part of implementation of reference cited orders with effect from 20.03.2020 in view of containment of Covid-19. The devotees are creating heavy pressure on the temple administration to reopen and the financial administration of these religious institutions also became vulnerable for the past 70 days.

With a fond hope that the Government Of India may soon relax the lock down restrictions in the religious places also, a model Standard Operating Procedure has been prepared for allowing the devotees for darshan and poojas, duly concentrating on maintenance of physical distance, use of sanitiser, wearing mask, etc., The same may be verified and appropriate orders may be issued in this regard subject to relaxation orders to be issued by the Government of India.

Encl : Model SOP

Yours' faithfully,


Spl. Commissioner 29/5/20.

Copy to the Spl. Chief Secretary, Revenue (Endowments) Department

STANDARD OPERATING PROCEDURE FOR ALLOWING DEVOTEES IN TO TEMPLES

(in green and orange zones only)

INSTANT Guidelines

For Devotees :

1. Aadhar card / approved ID card shall be carried along with them and shall be shown.
2. Every devotee shall wear mask, covering mouth and nose, before entry in to religious place and continue to have the same till exit from the premises.
3. They have to enter in to religious place after cleaning his feet and hands, which are arranged by the temple at respective places.
4. They shall stand in the queue line where marking is given so as to maintain minimum physical distance of 6ft.
5. They shall visit the temple as per time slot allotted to them
6. Antaralaya darshanams and Garbhalaya darshanams can not be expected until further orders. Only Laghu Darshanam is provided for the time being.
7. Giving of Satari and Teertham are avoidable for the time being as minimum physical distance is to be maintained for the safety of Archakas and devotees as well. They can be given as usual after the situation becomes normal.
9. Darshanam will be provided only for 300 devotees per hour per line, in the two line system.
10. No Anna Prasadam will be distributed to devotees for the time being at the Anna danam centres in all big temples and choultries.
11. Preparation of Pongali by the devotees in and around open places of the temple is not permitted , except in pongal sheds of the temple.

For Temple Executive Authorities :

A) General Instructions:

1. They shall mark with paint circles / row / boxes for standing of devotees in queue rows for maintaining the minimum physical distance of 6ft all sides.
2. There shall not be more than 2 queue lines, ie., one for free darshan and another for seeghra darshan.
3. Time slots for darshan of devotees shall be given. At a particular point of time there shall not be more than 30 devotees in the mandapam duly maintaining physical distance of 6 feet.
4. Sufficient thermal guns, thermal screen wherever feasible, shall be arranged and the devotees shall be examined at the entry point itself. Only the persons with normal temperature and no cold and cough and found healthy shall only be allowed in to the premises.
5. Sufficient sanitizing stands shall be arranged at the entry point of the religious place.

6. Sufficient facility to clean hands and feet shall be arranged with water taps and liquid soap near the entry points.
7. Make necessary arrangements for spraying of Sodium Hypochlorite in and around the temple premises for every 3 hours and continuous cleaning of Q-line railings for every 2 hours. Only alternative queue rows to be used so as to maintain physical distancing.
8. Darshanam timings may be restricted depending on local circumstances.
9. Preferably arrange Q-lines with alternative materials like Q-makers (like in Airports) instead of metal railings, so as to reduce the possibility of hand touch to Q-lines.
10. Provide entry to devotee who wear mask to the mouth and nose in the premises around the temple.
11. Allow not more than 300 devotees per hour per line for darsan.
12. Wherever feasible, prefer fixing time slot to devotees, by way of SMS to the given phone numbers, at least 12 hours in advance with the following details, viz., Name of the Devotee , Aadhaar or any other Identification card, Preferred time slot, etc. Time slot allotment can be made for the next day and can be communicated to the persons who have sent requests, by way of SMS / whatsapp to their Mobiles.
13. Antaralaya and Garbhalaya darshanams are not permitted for the present.
14. All the staff shall wear mask to cover nose and mouth and wear gloves while attending their duties
15. All staff and helpers shall be educated to use face masks and cough etiquette, if they are found to be symptomatic for COVID 19, they shall be immediately referred to fever clinic or to call helpline 112. They shall not enter the premises till complete recovery as per Covid-19 protocol.
16. Dos and Don'ts boards shall be exhibited at the entry point itself .
17. All E.O.s shall keep a mike to announce and create awareness on the Covid-19, at frequent intervals.
18. Mass gatherings and congregations are not allowed. No fairs and religious conferences shall be held.
19. The pongal sheds shall be used with only 50% capacity and physical distance of 6 feet shall be maintained duly marking boxes, etc.
20. Preferably employees with more than 50 years age and suffering with multiple medical problems may not be entrusted with duties in the temple premises and they may be engaged in offices and less crowd areas.
21. Reusable PPE kits shall be supplied to staff who are in direct contact with pilgrims.

B) At Pooja Manadapams :

1. Seva tickets, in Nitya Kalyana / Rahu Ketu / Abhisheka / Vrita / Homa / arjita seva Mandapams, etc., to be issued only up to 30% of the hall capacity. The space shall be duly marked with boxes / rows for each devotee / couple, for maintaining physical distancing all round. **If any E.O., violates this instruction, it will be viewed seriously. It is preferred that all the Arjita Sevas to be booked on line and in advance only.**

2. Physical distance of 6 feet shall be strictly followed between each ticket holder.
3. Only the valid ticket holders / couples (if permitted as per conditions)will be allowed in to the hall. The accompanied kith and relations are not allowed.
4. Every entrant in to the hall shall wear mask covering nose and mouth
5. Near the entry of the hall, sufficient water taps to clean hands and legs and sanitiser stand shall be arranged.
6. Ticket holders shall be checked with thermal gun before entry in to the hall.

C) At Kesa Khandanasalas:

1. Person with fever, cold, cough and throat pain shall NOT be allowed inside and tonsured.The devotees shall be checked with thermal gun before the entry in to kesakhandana hall.
2. Persons without face masks (devotee and staff) shall not be allowed inside and tonsured.
3. Hand sanitizers shall be made available at entry. Every person who wants to undergo tonsuring shall wear mask and use sanitiser before tonsuring.
4. All Staff shall wear face mask, head cover and apron at all times and compulsorily.
5. All equipment's shall be sanitised after each use on a devotee using 7% Lysol for 10 minutes. **It is advised to have multiple sets while one set is disinfected and other can be used.**
6. Naayee Brahmin should sanitise their hands before and after every tonsuring. The E.O.shall ensure that sufficient sanitiser shall be made available with the Naayee Brahmin. (free of cost).
7. Appointments or token system to be adopted to stagger devotees entry.
8. Adequate spacing (at least 2metres) shall be maintained for seating .
9. All common areas, floors, lifts, lounge / area, staircase, and handrails must be disinfected with 0.1% (1000ppm or 1gram per 1 liter) sodium hypochlorite solution (minimum twice daily) .
10. Floor area shall be cleaned frequently.
11. Sharp waste which includes blades, etc shall be collected in puncture proof, leak proof white container with 0.1% sodium hypochlorite solution.
12. Display Posters at the entrance about cough etiquette and social distancing.

D) Allotment of Rooms / Cottages :

1. Person with fever, cold, cough and throat pain shall NOT be allowed inside .
2. Persons without face masks (devotee and staff) shall not be allowed inside.
3. Hand sanitizers shall be made available at entry.
4. Pilgrim shall be checked with thermal gun at the reception.
5. The rooms shall be properly sanitized with 0.1% sodium hypochlorite solution.

5. The towels, bed sheets, pillow covers shall be changed immediately after vacation of the room and they shall be placed in the bags and disinfected with 0.1% sodium hypochlorite solution.
6. The attached toilet shall be cleaned with 0.1% sodium hypochlorite solution.
7. rooms to be allotted on alternative (1,3,5, etc.) basis and 50% rooms only in a building shall be issued.
8. All common areas, floors, lifts, lounge / area, staircase, and handrails must be disinfected with 0.1% sodium hypochlorite solution (minimum twice daily) .
9. As far as possible, cash less transactions shall be encouraged.
10. The temple staff shall ensure that cleaning all the rooms with sanitation material and spraying of disinfectants at the time of occupation and vacation.
11. Only 2 persons per room are allowed, not even children. Only infants can be allowed with the mother.
12. In temple township, for the choultries not under the administration of temple , the E.O.s shall issue strict directions to the choultry managements for compliance of the S.O.P. for each and every item and take action against violators, if any.

E) Prasadam preparation Hall (Potu) :

1. Preparation staff with fever, cold, cough and throat pain shall NOT be allowed inside.
2. Persons without face masks shall not be allowed inside.
3. Hand sanitizers shall be made available at entry.
4. Sufficient thermal guns shall be arranged and the staff shall be examined at the entry point itself. Only the persons with normal temperature and no cold and cough and healthy shall only be allowed in to the premises.
5. All preparation and common areas, floors, lifts, lounge / area, staircase, and handrails must be disinfected with 0.1% sodium hypochlorite solution (minimum twice daily) .
6. Masks (covering nose and mouth) and gloves shall be supplied free of cost the preparation staff and as long as they in the preparation hall, the shall continue to have the same.
7. The prasadam carriers also shall wear mask and gloves compulsorily. Before entering in to preparation hall they have clean their hands and legs and use sanitiser.
8. No eating of food inside prasadam preparation hall (potu) shall be allowed under any circumstances.
9. Prasadam shall be protected from contamination during transportation and handling. Concerned staff including drivers shall be educated accordingly.
10. One designated person must make liaison with food safety authorities for advice.
11. Staff shall be organized into working groups or teams to facilitate reduced interaction between groups.

12. Staff shall be staggered duly maintaining at least 1 meter between fellow workers, preferably by floor markings.

13. Prasadam selling points also to be marked to maintain physical distancing. The selling staff shall invariably wear mask, gloves and sanitise their hands frequently.

F) Nitya Anna Prasadam :

- 1) No Nitya Anna Prasadam is permitted in the Anna Prasadam halls until further orders.
- 2) However, the E.O. may provide Nitya Anna Prasadam to the devotees in packets (working lunch model), where there are no other alternative arrangements available to the pilgrims, especially in temple towns. However, the devotees shall not be allowed to eat prasadam in the temple surroundings.
- 3) The preparation and other staff with fever, cold, cough and throat pain shall NOT be allowed inside.
4. Persons without face masks shall not be allowed inside.
5. Hand sanitizers shall be made available at entry.
6. Sufficient thermal guns shall be arranged and the staff shall be examined at the entry point itself. Only the persons with normal temperature and no cold and cough and healthy shall only be allowed in to the premises.
7. All preparation and common areas, floors, lifts, lounge / area, staircase, and handrails must be disinfected with 1% sodium hypochlorite solution (minimum twice daily) .
8. Masks (covering nose and mouth) and gloves shall be supplied free of cost the preparation staff and as long as they stay in the preparation hall, they shall continue to have the same.
9. At the donation centre also, amounts can be collected from devotees after sanitizing their hands (both devotee and staff).

G) At Toilets :

1. All toilets shall be cleansed with 0.1% (1000ppm or 1gram per 1 liter) sodium hypochlorite solution (minimum twice daily) frequently.
2. All the doors, flushing points, bolts, handles surface shall be cleansed with 1% sodium hypochlorite solution (minimum twice daily) frequently.
3. The persons with fever, cold, cough and throat pain shall NOT be allowed inside.
4. Persons without face masks shall not be allowed inside.
5. Hand sanitizers shall be made available at entry.
6. All common areas, floors, lifts, lounge / area, staircase, and handrails must be disinfected with 0.1% (1000ppm or 1gram per 1 liter) sodium hypochlorite solution (minimum twice daily) frequently.

H) At bathing areas:

1. All the common bathing areas , like Pushkarini, tanks, river beds, natural dharas etc., are restricted to devotees for the time being .
2. Selling of pooja samagri at these common bathing areas is also not permissible.

I) Shops in and around temple / licensed by temple :

1. Shops in a row can be opened on alternative sequence so as to maintain physical distance.
2. The shops can be operated with one employee (including the licensee) only. The shop dwellers shall wear mask (from nose to mouth) and gloves compulsorily.
3. Customers without face masks shall not be allowed inside the shop or even transact at least.
4. Shops shall be sufficiently sanitized twice a day.
5. Street vendors (flowers, coconuts, toys, etc. sellers) shall not be allowed.
6. In case of canteens / hotels, only one hotel is permissible with in a radius of 100 metres and they have to adopt / mark the social distancing norms of seating, staff to wear masks and gloves and put sanitiser at the entry point.

J) Chappal Stand, Cloak room, etc.,

1. staff / devotees with fever, cold, cough and throat pain shall NOT be allowed to keep their belongings.
2. marking to be given to maintain physical distancing.
3. Persons without face mask shall not be allowed to put their belongings.
4. Hand sanitizers shall be made available to devotees after placing their belongings.


Spl. Commissioner,
 Endowments Department
 29/5/20