

Bangalore Turf Club Ltd.

CIN No: U99999KA1962PLC001449

Telephone : Office : 22262391/2/3/5,22140200
Secretary : 22261379
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Fax : 91-80-22256995

POST BOX NO. 5038
52, RACE COURSE ROAD
BANGALORE -560 001

STANDARD OPERATING PROCEDURE [SOP]

TO BE FOLLOWED WITHIN BTC PREMISES DURING THE COVID-19 PANDEMIC PERIOD BY ALL CONCERNED – VALID TILL FURTHER NOTICE

INTRODUCTION

The Bangalore Turf Club Ltd., (BTC) will always prioritises the safety, security and health of all stakeholders involved within its premises. This is particularly relevant with regards to the prevailing COVID-19 pandemic.

With immediate effect and until notified in writing by the Management, strict security access controls, strict hygiene and strict social distancing protocols are being put in place. The principal aim is to ensure that the BTC premises remains to be safe and healthy which should eliminate the risk of contamination by the Corona Virus.

The Standard Operating Procedure [SOP] as outlined below will be in force till further notice.

GENERAL RECOMMENDATIONS / PREVENTIVE MEASURES

- Most infections are spread through contact with hands – good hand hygiene stops infection from spreading.
- Always wash your hands:
 - Before starting work.
 - On leaving your work area.
 - After handling any contaminated item or waste.
 - After blowing your nose, sneezing or coughing.
 - Before putting on and after removing PPE / N95 masks.
 - Before and after using the toilet.
 - Before eating, drinking or food handling.
 - After using door handles, lift knobs, railings or any surfaces etc.



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- Keep fingernails clean and trimmed – no varnish.
- No false nails or nail jewellery.
- Cover any cuts or scratches with waterproof dressing.
- Avoid touching face in particular nose, ears and eyes.
- Promote regular and thorough hand washing by employees, contractors and service providers. Places to wash hands with soap and water will be made available.
- Display posters promoting respiratory hygiene.
- Ensure that all areas are clean and hygienic.
- Surfaces (e.g. chairs, tables, desks etc.) and objects (e.g. telephones, keyboards, mouse, printers, photocopies etc.) need to be wiped with disinfectant regularly.

A. CLUB MEMBERS / STAND MEMBERS

01. Club Members / Stand Members and/or their Authorized Agents will not be permitted to enter BTC premises including the Club House until further notice.

B. MEMBERS OF THE MANAGING COMMITTEE [MC] AND SUB-COMMITTEES

01. Members are advised to follow strict protocols like any other employees.
02. To maintain social distancing, wearing of facemask at meetings within the BTC premises.
03. Members to abstain from any meetings if they are showing symptoms of fever, cold, cough, throat pain, headache, body ache and respiratory problems etc.
04. Members with a recent travel history from other states in India / foreign travel history [within the previous three weeks] to kindly abstain from coming to BTC.
05. Members to encourage use of video conference for meetings.



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C. EMPLOYEES

01. Restricting the entry of employees [with valid ID] through Gate No. 1 and the implementation of an effective system at the gate to ensure that the persons permitted to enter are sanitised and routinely checked for any symptoms / fever. No visitors are allowed inside the BTC premises.
02. Compulsory wearing of facemask.
03. Getting the body temperature checked before punching the attendance.
04. Restrict the employee to his / her workstation / section unless and until it is required to go to other section and maintain social distancing. Avoid unnecessary communication with others.
05. Crossing the course gate without permission from Mr B.N. Shivaprakasha, Clerk of the Course is not permitted.
06. Do not shake hands with anyone.
07. All employees should carry their own food and water as far as possible and avoid sharing of food and water with others.
08. Washing of utensils and their glasses should be avoided.
09. Keep the areas of works and surrounding areas clean and hygienic.
10. All employees to carry their own sanitizers and wet wipes as far as possible.
11. Any symptoms like mildest fever, cold, cough, throat pain, headache, body ache, respiratory problems etc., to be immediately reported to the BTC Doctor / Clinic.
12. BTC Clinic is advised to check these people with symptoms and guide them to any Government Approved Clinics / Hospitals, immediately without any delay. Even slightest of symptoms to be taken seriously. Any person with any of the slightest symptoms to be home quarantined for a minimum period of three weeks.



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13. Employees whose family members also show the above symptoms to be monitored carefully and should avoid coming to work / BTC.
14. Any person with a recent interstate / foreign travel history [within the previous three weeks] / arriving from Red Zone Areas / Containment Zones as notified by the Government will not be permitted to enter.
15. Avoid crowding during tea and lunch breaks near the canteen area, parking area and any other areas inside BTC. Anyone not observing the same to be reported to Mr B.N. Shivaprakasha, Clerk of the Course.
16. Avoid public transport as far as possible.
17. (a) Persons stationed inside the BTC stables / BARI staff will be permitted to go out of BTC at their own risk and shall be allowed to return subject to strict adherence of COVID-19 protocols which includes home quarantine for three weeks followed by a valid Government Approved COVID-19 Test declaring the said person/s COVID-19 Free.
(b) Once the Stable Staff / BARI Staff return into the BTC premises after three weeks quarantine period will not be allowed to go out again for a minimum of 30 days from the date of entry.
18. Persons wanting to get home food are requested to collect the same from Gate No. 1 with security norms and regulations. No one is allowed to step outside the gate. Anyone procuring the required daily needs will go through security checks and sanitization. Strict action will be initiated if anyone is found carrying alcohol and other prohibited items.
19. Any person found ferrying food items or any banned / prohibited items through illegal entry / source will be sent out of the BTC without any notice.
20. Since the vegetables / gas cylinder filling / groceries and other daily needs are made available inside the BTC premises, no persons should overcrowd during procuring the same and should maintain social distancing. Any person without facemask will not be allowed in these areas.



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21. All employees should maintain hygiene by regular bathing and washing clothes / facemasks regularly, avoid spitting, smoking, using *gutka* inside the BTC premises as per Government Order dated 29/05/2020 [copy enclosed].

D. CLUB / PRIVATE VETERINARIANS

01. To follow all SOPs / Protocols like other employees.
02. To get valid COVID-19 Tests from the Government Approved Laboratories.
03. To keep the Veterinary Hospital clean and hygienic.
04. Round the clock monitoring of horses and employees involved.
05. To report any untoward incidents to concerned authorities.

E. SECURITY

01. To adhere to and regulate the protocols strictly.
02. All security personnel to be monitored strictly like any other for body temperature and any other symptoms without fail. All security personnel to display their badges at any point of given time.
03. Mandatory usage of facemask for security personnel.
04. Regular hands sanitization upon any contact.
05. To check each and every vehicle in detail and be vigilant on the number of people travelling in the vehicle and entering the BTC.
06. To make sure every person entering the BTC premises irrespective of their designation to be strictly checked for body temperature and symptoms at the BTC Clinic stationed at the entry point.



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07. Any person not wearing a facemask will not be allowed inside the BTC premises and any person not wearing the facemask inside the BTC premises to be warned and action taken immediately.
08. To monitor outside vehicles carrying daily needs. To check and arrange for sanitization in consultation with Mr Tejaskar Pattavardhan, General Manager – Administration and Mr B.N. Shivaprakasha, Clerk of the Course. Vehicles and people coming from Containment Zones and Red Zones should not be allowed.
09. To prepare Daily Reports and submit it to Mr Tejaskar Pattavardhan, General Manager – Administration failing which strict action will be initiated.
10. To regularly view camera footage of night to monitor illegal exit or entry in coordination with Mr Tejaskar Pattavardhan, General Manager – Administration and submit report.
11. For supply of feed and other materials to the stables, the Vendor has to take the prior written permission along with coordination of the concerned Trainer. Such vehicles will be allowed only after necessary written permission.

F. KARNATAKA RACEHORSE OWNERS' ASSOCIATION [KROA] / RACEHORSE OWNERS

01. Registered Racehorse Owners and/or their Authorized Agents will not be permitted to enter BTC premises until further notice.
02. Any meetings of the Managing Committee of the KROA or the Racehorse Owners in general shall be held inside the BTC premises only after obtaining the prior written approval from the Joint Secretary of the BTC, provided such approval shall be given within 24 hours of the request or rejected with reasons for such rejection communicated in writing. If permitted, social distancing shall be maintained at all times.
03. To maintain social distancing, wearing of facemask at meetings within the BTC premises. Any Members of the Managing Committee of the KROA with a recent travel history from other states in India / foreign travel history [within the previous



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three weeks or arriving from Red Zone Areas / Containment Zones as notified by the Government] will not be permitted to attend work or any meetings.

G. TRAINERS / ASSISTANT TRAINERS / ASSISTANTS TO TRAINERS / RIDING BOYS / KARNATAKA TRAINERS' ASSOCIATION [KTA]

01. Restricting the entry of the Trainers / Assistant Trainers / Assistants to Trainers / Riding Boys through Gate No. 1 and the implementation of an effective system at the gate to ensure that the persons permitted to enter are sanitised and routinely checked for any symptoms / fever.
02. Compulsory wearing of facemask.
03. Trainers are requested to submit the list of Assistant Trainers / Assistants to Trainers / Stable Workmen / Riding Boys who are currently stationed within the BTC premises.
04. Trainers / Assistant Trainers / Assistants to Trainers should monitor the health of the Stable Workmen / *Faltoos* / Riding Boys on a regular basis and to maintain a register in case of any positive COVID-19 symptoms. They are advised to send these persons to BTC Clinic for further management.
05. To maintain healthy and hygienic condition in and around the stable area.
06. To strictly adhere to Stable Regulations [Copy enclosed].
07. Any minor incidents also to be brought to the notice of the Managing Committee.
08. To regularly check the wellbeing of horses at least twice a day.
09. Any Trainers / Assistant Trainers / Assistants to Trainers / Riding Boys showing symptoms of fever, cold, cough, throat pain, headache, body ache and respiratory problems etc., should avoid coming to work / BTC and home quarantine themselves for a minimum period of three weeks.
10. All Trainers / Assistant Trainers / Assistants to Trainers / Riding Boys to undergo COVID-19 Test and report the results to the Managing Committee of the BTC at the earliest.



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11. Trainers / Assistant Trainers / Assistants to Trainers to provide details of any entry of essential items 24 hours in advance to facilitate proper sanitization.
12. Any Meetings of the Managing Committee of the Karnataka Trainers Association or all the Trainers shall be held inside the BTC premises only after obtaining the prior written approval from the Joint Secretary of the BTC, provided such approval shall be given within 24 hours of the request or rejected with reasons for such rejection communicated in writing. If permitted, social distancing shall be maintained at all times.
13. Any Trainers / Assistant Trainers / Assistants to Trainers with a recent travel history from other states in India / foreign travel history [within the previous three weeks or arriving from Red Zone Areas / Containment Zones as notified by the Government] will not be permitted to attend work or any meetings.
14. The sick Stable Employees who are under the observation as per Medical Doctor's advice should be shifted to the designated isolation area / to be quarantined in Outer Peripheral Stables – 'B' Block for 4-5 days. Club will arrange only required rooms. The Bangalore Animal & Stable Employees' Welfare Society [R] has to arrange all other required items like food, medicines etc., in coordination with Trainers. Such Stable Employees should not report to work without prior written permission from the Medical Doctor.

H. WELFARE OF HORSES

01. All horses to be kept in a hygienic and healthy condition. Washing / cleaning of stables, sanitization of stables / regular disposal and clearing of waste in the stable area shall be carried out on a regular basis.
02. Proper segregation of dry waste / wet waste / bio waste etc., to be strictly adhered to, failing which hefty fines and further action will be imposed.
03. Horses showing any minor symptoms of fever / cough to be reported to the Veterinary Yard immediately.
04. Regular checks of the feed / water and daily requirement of the horses to be monitored by the person In-charge of the stable.



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05. No other animals or birds will be permitted to stay inside the BTC premises. Hefty fines will be imposed and further action taken for breach of this condition.
06. Trainers are instructed to ensure that all the domestic animals [dogs, cats etc.] and birds [pigeons, parrots etc.] within their stable area are removed forthwith.
07. Inward movement of horses' from any Racing Centres / Stud Farms / Breeding Establishments will not be permitted till further notice.
08. Strict adherence to Stable Regulations [Copy of which is attached to be followed].
09. Rolling of horses to be strictly carried in the respective Trainers Rings only and rolling in the stable area will not be allowed until further notice.
10. All the horses to be mandatorily washed before entering into the Equine Exercise Pool.

I. FEED AND SUPPLEMENTS

01. Feeds, supplements and any other materials coming from Containment Zones / Red Zones / out of state are not permitted.
02. Encourage purchases from local vendors / suppliers who are safe and who follow all safety / COVID-19 protocols.
03. All vehicles and persons carrying these goods to be checked in detail and sanitized before entering the BTC premises.
04. All vehicles entering the BTC premises should furnish vehicle details [type of vehicle, registration number etc.] and details of the driver & assistants etc., [Mobile Number, Aadhaar Number etc.].

J. TRANSPORT OF HORSES – OUTWARD

01. Whenever Trainers transport horses under their charge from BTC premises to outside, they may do so by using sanitized float / truck. Any movement will need to



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be approved in advance by the Clerk of the Course. Details of time of entry / exit of float / truck [with registration number, driver, his assistants and other persons names, mobile number, Aadhaar number], number of horses, stable employee name/s and Trainer name shall be recorded by the Security Team.

02. Floats / trucks shall be cleaned and disinfected prior to bringing inside the BTC premises with particular care given to those surfaces that are handled during loading and unloading and/or are "high traffic" areas like door handles, partitions etc.
03. Trainers are responsible for enforcing these measures upon float drivers, staff and any other relevant person.

K. BANGALORE ANIMAL AND STABLE EMPLOYEES WELFARE SOCIETY ('SOCIETY' / UNION REPRESENTING STABLE WORKMEN ('UNION') / STABLE WORKMEN

01. To maintain social distancing, wearing of facemask at meetings within the BTC premises. Any member of the Governing Body of the Society with a recent travel history from other states in India / foreign travel history [within the previous three weeks or arriving from Red Zone Areas / Containment Zones as notified by the Government] will not be permitted to attend work or any meetings.
02. Restricting the entry of the stable workmen through Gate No. 1 and the implementation of an effective system at the gate to ensure that the persons permitted to enter are sanitised and routinely checked for any symptoms / fever.
03. Any Meetings of the Governing Body of the Society / Union representing stable workmen shall be held inside the BTC premises only after obtaining the prior written approval from the Joint Secretary of the BTC, provided such approval shall be given within 24 hours of the request or rejected with reasons for such rejection communicated in writing. If permitted, social distancing shall be maintained at all times.
04. To regularly monitor stable workmen / stable staff activities and educate them to maintain social distancing and wearing of facemask, maintain healthy and hygienic environment through mobile communications to the *Jamedars* of the individual stables.



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05. To keep the stable workmen motivated during these tough situations and advice them not to gather near the Canteen, Tea Shop, Groceries, Vegetable Vendors and Gas Cylinder Filling areas etc.
06. Since the vegetables / gas cylinder filling / groceries and other daily needs are made available inside the BTC premises, no persons should overcrowd during procuring the same and should maintain social distancing. Any person without facemask will not be allowed in these areas.
07. Any health issues of the stable workmen to be brought to the notice of the Doctor on duty.
08. Stable workmen to avoid unwanted movements inside the BTC premises and follow the advice / directions of the Trainers and Circulars issued by the society for their own safety.
09. Stable workmen to be stationed in their respective / designated stable area and not wander in other stables. Any breach in this regard will be strictly viewed and suitable action will be taken.
10. Stable workmen who are aged above 50 years to be extra careful and wary of things around.

NOTE: Stable workmen exiting the BTC premises illegally or without written permission will be banned from re-entering the BTC permanently.

THIS STANDARD OPERATING PROCEDURE [SOP] SHALL BE IN FORCE WITH IMMEDIATE EFFECT TILL FURTHER NOTICE UNLESS EXPRESSLY REVOKED BY THE MANAGING COMMITTEE OF THE BTC BY A CIRCULAR ISSUED IN WRITING TO THAT EFFECT.

**By the Order of the Managing Committee of
the Bangalore Turf Club Ltd.,**

K.L. Nagesh Babu

**K.L. Nagesh Babu
Joint Secretary**

Place: Bengaluru
Date: July 7th, 2020

- Encl: 1. Karnataka State Government Order dated 29/05/2020.
2. BBMP Advisory dated 10/06/2020.
3. Notice dated 02/07/2020 regarding Stable Regulations.





ಕರ್ನಾಟಕ ಸರ್ಕಾರದ ನಡವಳಿಗಳು

ವಿಷಯ: ಸಾರ್ವಜನಿಕ ಸ್ಥಳಗಳಲ್ಲಿ ಜಗಿಯುವ ತಂಬಾಕು ಉತ್ಪನ್ನಗಳು ಹಾಗೂ ಪಾನ್ ಮಸಾಲ ಉತ್ಪನ್ನಗಳ ಸೇವನೆ ಮತ್ತು ಉಗುಳುವುದನ್ನು ನಿಷೇಧಿಸುವ ಬಗ್ಗೆ.

ಓದಲಾಗಿದೆ: 1. ಆಯುಕ್ತರು, ಆರೋಗ್ಯ ಮತ್ತು ಕುಟುಂಬ ಕಲ್ಯಾಣ ಸೇವೆಗಳು ಇವರ

ಏಕ ಕಡತ ಸಂಖ್ಯೆ: NHM/NTCP/13/2017-18

2. ಆರೋಗ್ಯ ಮತ್ತು ಕುಟುಂಬ ಕಲ್ಯಾಣ ಮಂತ್ರಾಲಯ, ಭಾರತ ಸರ್ಕಾರ, ಇವರ ಪತ್ರ ಸಂಖ್ಯೆ:Z.21020/19/2020 TC, ದಿನಾಂಕ: 10.04.2020

ಪ್ರಸ್ತಾವನೆ:

ಮೇಲೆ ಓದಲಾದ ಕ್ರಮ ಸಂಖ್ಯೆ(1)ರ ಏಕ ಕಡತದಲ್ಲಿ ದೇಶದಲ್ಲಿ ಕೋವಿಡ್-19 ಪ್ರಕರಣಗಳು ಹೆಚ್ಚುತ್ತಿರುವ ಹಿನ್ನೆಲೆಯಲ್ಲಿ ಸಾರ್ವಜನಿಕ ಸ್ಥಳಗಳಲ್ಲಿ ಜಗಿಯುವ ತಂಬಾಕು ಹಾಗೂ ಪಾನ್ ಮಸಾಲ ಉತ್ಪನ್ನಗಳನ್ನು ಜಗಿದು ಉಗಿಯುವುದರಿಂದ ಕೋವಿಡ್-19 ಹಾಗೂ ಇತರ ಸಾಂಕ್ರಾಮಿಕ ರೋಗಗಳು ಇತರರಿಗೆ ಹರಡುವ ಸಂಭವ ಇರುತ್ತದೆಂದು ಉಲ್ಲೇಖಿಸಿರುತ್ತಾರೆ. ಈಗಾಗಲೇ ಬಿಹಾರ, ಜಾರ್ಖಂಡ್ ರಾಜ್ಯಗಳು ಎಲ್ಲಾ ರೀತಿಯ ಜಗಿಯುವ ತಂಬಾಕು, ಪಾನ್ ಮಸಾಲ ಉತ್ಪನ್ನಗಳನ್ನು Epidemics Diseases Act 1897 ಸೆಕ್ಷನ್ (2)ರಡಿಯಲ್ಲಿ ನಿಷೇಧಿಸಿ ಆದೇಶ ಹೊರಡಿಸಿರುತ್ತಾರೆ. ರಾಜ್ಯದಲ್ಲಿ ಕೋವಿಡ್-19 ಪ್ರಕರಣಗಳು ಹೆಚ್ಚುತ್ತಿರುವ ಹಿನ್ನೆಲೆಯಲ್ಲಿ ಹಾಗೂ ವಿಶ್ವ ಆರೋಗ್ಯ ಸಂಸ್ಥೆ ಹಾಗೂ Indian Council and Medical Research (ICMR) ತಿಳಿಸಿರುವಂತೆ ಸಾರ್ವಜನಿಕ ಸ್ಥಳಗಳಲ್ಲಿ ಉಗುಳುವುದರಿಂದ ಕೋವಿಡ್-19 ಸೋಂಕು ಇತರರಿಗೆ ಹರಡುವುದನ್ನು ತಪ್ಪಿಸಿ ಪರಿಣಾಮಕಾರಿಯಾಗಿ ಕೋವಿಡ್-19 ಸೋಂಕನ್ನು ತಡೆಗಟ್ಟುವ ನಿಟ್ಟಿನಲ್ಲಿ ರಾಜ್ಯದಲ್ಲಿ ಸಾರ್ವಜನಿಕ ಸ್ಥಳಗಳಲ್ಲಿ ಜಗಿಯುವ ತಂಬಾಕು ಉತ್ಪನ್ನಗಳು ಹಾಗೂ ಪಾನ್ ಮಸಾಲ ಉತ್ಪನ್ನಗಳ ಸೇವನೆ ಮತ್ತು ಉಗುಳುವುದನ್ನು ನಿಷೇಧಿಸಲು ಕೋರಿರುತ್ತಾರೆ.

ಮೇಲೆ ಓದಲಾದ ಕ್ರಮ ಸಂಖ್ಯೆ (2)ರ ಪತ್ರದಲ್ಲಿ ಕೋವಿಡ್-19 ಹರಡುವುದನ್ನು ತಡೆಗಟ್ಟುವ ನಿಟ್ಟಿನಲ್ಲಿ ಸಾರ್ವಜನಿಕ ಸ್ಥಳಗಳಲ್ಲಿ ಜಗಿಯುವ ತಂಬಾಕು ಉತ್ಪನ್ನಗಳ ಸೇವನೆ ಮತ್ತು ಉಗಿಯುವುದನ್ನು ನಿಷೇಧಿಸಲು ಅಗತ್ಯ ಕ್ರಮಕೈಗೊಳ್ಳುವಂತೆ ಎಲ್ಲಾ ರಾಜ್ಯಗಳಿಗೂ ಸೂಚಿಸಿರುತ್ತಾರೆ.

ಸರ್ಕಾರವು ಪ್ರಸ್ತಾವನೆಯನ್ನು ಕೂಲಂಕಷವಾಗಿ ಪರಿಶೀಲಿಸಿ ಈ ಕೆಳಕಂಡಂತೆ ಆದೇಶಿಸಿದೆ.

ಸರ್ಕಾರದ ಆದೇಶ ಸಂಖ್ಯೆ: ಆಕುಕ 118 ಸಿಜಿಇ 2020,

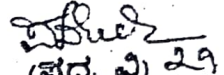
ಬೆಂಗಳೂರು, ದಿನಾಂಕ: 29.05.2020.

ಪ್ರಸ್ತಾವನೆಯಲ್ಲಿ ವಿವರಿಸಿರುವ ಅಂಶಗಳ ಹಿನ್ನೆಲೆಯಲ್ಲಿ, ಕರ್ನಾಟಕ ಸಾಂಕ್ರಾಮಿಕ ರೋಗಗಳ ಅಧ್ಯಾದೇಶ 2020ರ ಸೆಕ್ಷನ್ 4(2)ಎ ಹಾಗೂ ಭಾರತೀಯ ದಂಡ ಸಂಹಿತೆ 1860ರ ಪ್ರಕಾರ ಸಾರ್ವಜನಿಕ ಸ್ಥಳಗಳಲ್ಲಿ ಉಗುಳುವುದರಿಂದ ಕೋವಿಡ್-19 ಹಾಗೂ ಇತರ ಸಾಂಕ್ರಾಮಿಕ ರೋಗಗಳು ಇತರರಿಗೆ

ಪು.ತಿ.ನೋ

ಹರಡುವುದನ್ನು ತಪ್ಪಿಸಿ ಹಾಗೂ ಪರಿಣಾಮಕಾರಿಯಾಗಿ ಕೋವಿಡ್-19 ಸೋಂಕನ್ನು ತಡೆಗಟ್ಟುವ ನಿಟ್ಟಿನಲ್ಲಿ ರಾಜ್ಯದಲ್ಲಿ ಸಾರ್ವಜನಿಕ ಸ್ಥಳಗಳಲ್ಲಿ ಜಗಿಯುವ ತಂಬಾಕು ಉತ್ಪನ್ನಗಳು ಹಾಗೂ ಪಾನ್ ಮಸಾಲ ಉತ್ಪನ್ನಗಳ ಸೇವನೆ ಮತ್ತು ಉಗುಳುವುದನ್ನು ನಿಷೇಧಿಸಿದೆ. ಸಾರ್ವಜನಿಕರು ಇದನ್ನು ಉಲ್ಲಂಘಿಸಿದಲ್ಲಿ ಐ.ಪಿ.ಸಿ ಸೆಕ್ಷನ್ 188, 268, 269 , 270 ಅಡಿಯಲ್ಲಿ ಪ್ರಾಧಿಕೃತ ಅಧಿಕಾರಿಗಳು ಅಗತ್ಯ ಕಾನೂನು ಕ್ರಮವನ್ನು ಕೈಗೊಳ್ಳುವಂತೆ ಸಹ ಸರ್ಕಾರವು ಆದೇಶಿಸಿದೆ.

ಕರ್ನಾಟಕ ರಾಜ್ಯಪಾಲರ ಆದೇಶಾನುಸಾರ
ಮತ್ತು ಅವರ ಹೆಸರಿನಲ್ಲಿ.


(ಪದ್ಮ ವಿ) 29/5/2020

ಸರ್ಕಾರದ ಅಧೀನ ಕಾರ್ಯದರ್ಶಿ.
ಆರೋಗ್ಯ ಮತ್ತು ಕುಟುಂಬ ಕಲ್ಯಾಣ ಇಲಾಖೆ.
(ಆರೋಗ್ಯ 1&2)

ಇವರಿಗೆ:-

ಸಂಕಲನಕಾರರು, ಕರ್ನಾಟಕ ರಾಜ್ಯ ಪತ್ರ, ಬೆಂಗಳೂರು- ವಿಶೇಷ ರಾಜ್ಯಪತ್ರದಲ್ಲಿ ಪ್ರಕಟಿಸಿ 100 ಪ್ರತಿಗಳನ್ನು ಒದಗಿಸಲು ಕೋರಿದೆ.

ಪ್ರತಿ:-

1. ಸರ್ಕಾರದ ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿಗಳು ಹಾಗೂ ಅಭಿವೃದ್ಧಿ ಆಯುಕ್ತರು, ವಿಧಾನ ಸೌಧ, ಬೆಂಗಳೂರು.
2. ಆಯುಕ್ತರು, ಆರೋಗ್ಯ ಮತ್ತು ಕುಟುಂಬ ಕಲ್ಯಾಣ ಸೇವೆಗಳು, ಬೆಂಗಳೂರು.
3. ಆಯುಕ್ತರು, ಆಹಾರ ಸುರಕ್ಷತೆ ಮತ್ತು ಗುಣಮಟ್ಟ ಇಲಾಖೆ, ಶೇಷಾದ್ರಿ ರಸ್ತೆ, ಬೆಂಗಳೂರು.
4. ಎಲ್ಲಾ ಜಿಲ್ಲಾಧಿಕಾರಿಗಳು (ಆಯುಕ್ತರು, ಆಹುಕ ಸೇವೆಗಳು ಇವರ ಮುಖಾಂತರ)
5. ನಿರ್ದೇಶಕರು, ಆರೋಗ್ಯ ಮತ್ತು ಕುಟುಂಬ ಕಲ್ಯಾಣ ಸೇವೆಗಳು, ಬೆಂಗಳೂರು
6. ಎಲ್ಲಾ ಜಿಲ್ಲಾ ಆರೋಗ್ಯ ಕುಟುಂಬ ಕಲ್ಯಾಣಾಧಿಕಾರಿಗಳು (ಆಯುಕ್ತರ ಆಹುಕ ಸೇವೆಗಳು ಇವರ ಮುಖಾಂತರ)
7. ಎಲ್ಲಾ ಜಿಲ್ಲಾ ಪೊಲೀಸ್ ವರಿಷ್ಠಾಧಿಕಾರಿಗಳು (ಆಯುಕ್ತರ ಆಹುಕ ಸೇವೆಗಳು ಇವರ ಮುಖಾಂತರ)

ಮಾಹಿತಿಗಾಗಿ:

1. ಮಾನ್ಯ ಆರೋಗ್ಯ ಮತ್ತು ಕುಟುಂಬ ಕಲ್ಯಾಣ ಹಾಗೂ ಹಿಂದುಳಿದ ವರ್ಗಗಳ ಕಲ್ಯಾಣ ಸಚಿವರ ಆಪ್ತ ಕಾರ್ಯದರ್ಶಿ, ವಿಧಾನ ಸೌಧ.
2. ಸರ್ಕಾರದ ಅಪರ ಮುಖ್ಯಕಾರ್ಯದರ್ಶಿಯವರ ಆಪ್ತ ಕಾರ್ಯದರ್ಶಿ ಆರೋಗ್ಯ ಮತ್ತು ಕುಟುಂಬ ಕಲ್ಯಾಣ ಇಲಾಖೆ, ವಿಕಾಸ ಸೌಧ.
3. ಸರ್ಕಾರದ ಜಂಟಿ ಕಾರ್ಯದರ್ಶಿ, ಆರೋಗ್ಯ ಮತ್ತು ಕುಟುಂಬ ಕಲ್ಯಾಣ ಇಲಾಖೆ, ವಿಕಾಸ ಸೌಧ, ಬೆಂಗಳೂರು.
4. ಸರ್ಕಾರದ ಉಪ ಕಾರ್ಯದರ್ಶಿ-2, ಆರೋಗ್ಯ ಮತ್ತು ಕುಟುಂಬ ಕಲ್ಯಾಣ ಇಲಾಖೆ, ಬೆಂಗಳೂರು



COMMISSIONER, BRUHAT BANGALORE MAHANAGARA PALIKE

Narasimha Raja Square, Bangalore-560 002. INDIA
Phone : 080-22237455 / 22221286 Fax : 080-22223194
E-Mail : commissioner@bmonline.org

Date: 10-06-2020

No: COMM/CWR/ADVISORY-OFFICE/2020-21

**Advisory for Offices/Workplaces
In the Context of Unlock 1.0**

To All the Concerned

In exercise of powers conferred under Section 24 of the Disaster Management Act, 2005 to Commissioner, Bruhat Bengaluru Mahanagara Palike (BBMP) through Order No: RD158TNR 2020 dated 14.04.2020 of Government of Karnataka and as per National Directives issued by the Ministry of Home Affairs, Government of India, and SOP issued by Ministry of Health and Family Welfare, Government of India, the following advisory is issued for BBMP to contain the spread of COVID-19 pandemic at Offices / Workplaces in the city.

This advisory is issued for necessary implementation during the Phased Reopening (Unlock 1.0) to contain the spread of COVID-19 pandemic at Offices and other workplaces which are relatively close settings, with shared spaces like work stations, corridors, elevators & stairs, parking places, cafeteria, meeting rooms, and conference halls, etc. and are likely places for the spread of COVID-19 infection among officials, staffs, and visitors.

It is important to maintain Physical Distancing and follow the directions in this advisory for the Safety of our Citizens and the City in this Unlock 1.0 period.

At the outset, the main directions to be followed at Offices / Workplaces are:

- ✓ Offices / Workplaces in containment zones shall remain closed.
- ✓ Persons above 65 years of age, persons with comorbidities, pregnant women, and children below the age of 10 years are advised to stay at home, except for essential and health purposes. Office Management to advise accordingly.
- ✓ Work from Home (WFH) shall be encouraged for the above persons and also, in general, to reduce the movement of persons.
- ✓ Usage of video-conferencing and Work from Home options to employees to be considered as much possible.

- ✓ Staggering of office hours, lunch hours/coffee breaks to be looked at for adoption in the office schedule, as far as possible.
- ✓ Large gatherings/congregation continue to remain prohibited.

Along with these National directives, the following directives shall be read and followed for containment of the spread of the COVID-19 Pandemic:

1. Physical Distancing:

- ✓ Physical Distancing for a minimum of 6 feet, wearing of the mask at the premises is mandatory and respiratory etiquettes to be strictly followed.
- ✓ Staggering of working hours to be done, to the maximum extent possible.
- ✓ Adequate manpower shall be deployed by the Office Management for ensuring Physical Distancing norms.
- ✓ Specific markings in the seating arrangement inside the premises should adhere to Physical Distancing norms.
- ✓ Separate entry and exits for visitors, workers, and goods/supplies shall be organized.
- ✓ Seating arrangements, for limiting the number of people inside the offices/workplaces to ensure there is adequate Physical Distancing to be followed.
- ✓ There shall be restrictions on the number of people in the lift areas to ensure Physical Distancing norms. The demarcation of space shall be made inside the lifts.
- ✓ While using the escalators to ensure Physical Distancing norms, one person on alternate steps can be encouraged.

2. Sanitization:

- ✓ Sanitizers for hand hygiene shall be provided and used at the entrances regularly and not just customarily. Frequent handwashing with soap shall be done.
- ✓ All offices should have hand hygiene and conduct thermal screening provisions at the entrance to all its employee and temporary visitors and only asymptomatic staff/visitors shall be allowed.
- ✓ Frequent cleaning and disinfection of floors, doorknobs, elevator buttons, handrails, benches, escalators, etc. are mandatory.
- ✓ Disinfection of the interior of the vehicle especially the steering, door handles, keys, etc. should be taken up using 1% sodium hypochlorite solution/spray regularly.



COMMISSIONER, BRUHAT BENGALURU MAHANGARA PALIKE
Narasimha Raja Square, Bengaluru – 560002

- ✓ Supply of hand sanitizers, soap, and running water in the washrooms to be ensured uninterrupted.
 - ✓ Effective sanitization within the premises shall be maintained with particular focus on lavatories, drinking, and handwashing stations/areas at all times. Deep cleaning of all washrooms shall be ensured at regular intervals.
 - ✓ Proper disposal of face covers/masks/gloves leftover by visitors and/or employees should be ensured.
- 3. In the cafeteria/canteen/dining halls:**
- ✓ Adequate crowd and queue management to be ensured to have physical distancing norms.
 - ✓ Staff/waiters should wear masks and hand gloves and take other required precautionary measures.
 - ✓ The seating arrangement to ensure a distance of at least 1 meter between patrons as far as feasible.
 - ✓ In the kitchen, the staff to follow physical distancing norms.
 - ✓ In the canteen/cafeteria/dining hall, not more than 50% of the seating capacity to be permitted.
- 4. Masks / Face Coverings:**
- ✓ All workers/customers/visitors to be allowed entry only if using face covers/masks. The face covers/masks have to be worn at all times inside the offices/workplaces.
 - ✓ Also, it is important to wear a face mask correctly. The FAQs about how to wear a mask are available for access on the link here <http://covid19.bbmpgov.in/pages/faqs>.
- 5. Other Important Directives:**
- ✓ Self-monitoring of health and reporting any illness at the earliest to BBMP helpline.
 - ✓ Spitting should be strictly prohibited.
 - ✓ Prominently displaying of the IEC materials and Audio / Video clips to spread awareness on preventive measures for COVID-19 should be regularly taken up.
- 6. To Staff and Employees:**
- ✓ All employees who are at higher risk i.e. older employees, pregnant employees, and employees who have underlying medical conditions, to take extra precautions. They

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should preferably not be exposed to any front-line work requiring direct contact with the public.

- ✓ Valet parking, if available, shall be operational with operating staff wearing face covers/masks and gloves as appropriate. Proper disinfection of steering, door handles, keys, etc. of the vehicles should be taken up during the process.
- ✓ For air-conditioning/ventilation, the guidelines of CPWD shall be followed which inter alia emphasizes that the temperature setting of all air conditioning devices should be in the range of 24^oC - 30^oC, relative humidity should be in the range of 40 % - 70 %, in-take of fresh air should be as much as possible and cross ventilation should be adequate.

7. In case of a suspect or confirmed case in the premises:

- ✓ If one or a few people are found to be suffering from symptoms suggestive of COVID-19 at the office following measure to be followed:
 - ✓ Isolate the person from others at the workplace.
 - ✓ Immediately inform the nearest medical facility (hospital/clinic) or call the state or BBMP helpline.
 - ✓ A risk assessment will be undertaken by the designated public health authority and the need for disinfection. The rapid response team will undertake the listing of contacts.
 - ✓ Based on the symptoms on the assessment by health authorities, the person(s) will be either home isolated, moved to a health facility as necessary.
 - ✓ The necessary actions for contact tracing and disinfection of the workplace will start once the report of the patient is received as positive. The report will be expedited for this purpose.
 - ✓ If there are large numbers of contacts from a pre-symptomatic/asymptomatic case, there could be a possibility of a cluster emerging in a workplace setting. Due to the close environment in workplace settings, this could even be a large cluster (>15 cases). The essential principles of risk assessment, isolation, and quarantine of contacts, case referrals, and management will remain the same. However, the scale of the arrangements will be higher.





COMMISSIONER, BRUHAT BENGALURU MAHANGARA PALIKE
Narasimha Raja Square, Bengaluru – 560002


- ✓ Closure of the workplace as below based on the intensity of the positive cases to be identified.
 - If one or two cases are reported, the disinfection procedure will be limited to places/areas visited by the patient in the past 48 hours. There is no need to close the entire office building/halt work in other areas of the office and work can be resumed after disinfection as per laid down protocol.
 - However, if there is a larger outbreak, the building/block will have to be closed for 48 hours after thorough disinfection. In this case, all the staff will work from home, till the building/block is adequately disinfected and is declared fit for re-occupation.
- ✓ Disinfection of the premises to be taken up if the person is found COVID-19 Positive. Disinfection Procedures in Offices should be followed as per the guidelines issued by the Ministry of Health & Family Welfare as available on their website.

For information of Bengaluru Citizens, the FAQs in connection with this advisory and other advisories issued by the undersigned in the context of Unlock 1.0 can be accessed at the link here: <http://covid19.bbmpgov.in/pages/faqs>. This advisory can be accessed on the BBMP COVID-19 Dashboard. The link to access is <http://covid19.bbmpgov.in>.

The National Directives about Face Coverings / Physical Distancing / No spitting / No urinating in Public Places shall be followed as a matter of Social Responsibility and for Personal Safety. Your Health and Safety is our prime concern. Let us adapt to the New Norm to Stay Safe and strive sincerely to keep Namma Bengaluru Safe in this fight against the COVID-19 pandemic.

This is issued on 10th June 2020 for information of all offices/workplaces and all citizens in the jurisdiction of Bruhat Bengaluru Mahanagara Palike.

BBMP Bulletin	http://bbmp.gov.in/covid19bulletins
FAQs	https://covid19.bbmp.gov.in/pages/faqs
Helplines	080 2266 0000 / 94806 85888
	https://www.facebook.com/bbmpcomm/
	https://t.me/bbmpcomm


B H Anil Kumar IAS 10/6/2020
Commissioner,
Bruhat Bengaluru Mahanagara Palike.

Telephone : Office : 22262391/2315
Secretary : 22261379
Fax : 91-80-22206372
e-mail : secbtc@yahoo.com
: 91-80-22256995

POST BOX NO 5038
52, RACE COURSE ROAD
BANGALORE-560001

Date: 2nd July, 2020.

To all Trainers:

NOTICE

Trainers are hereby instructed to strictly adhere the following Stable Regulations:

1. The Trainers should ensure that only authorized persons are allowed to their stables. (a list of persons so authorized by the trainers, will have to be furnished to BTC)
2. Trainers are not permitted to keep or rear any other animals and birds in the stable area.
3. Trainers are strictly prohibited from growing any plants, ornamental flowers or keeping flower pots in the allotted stable area.
4. Consumption of alcohol, gutka, smoking, spitting in the Stable area is strictly prohibited.
5. In case any Trainers desires to take up civil work, electrical work, any alteration etc., in the stables area allotted to them, they should take prior permission, in writing, from the Clerk of the Course.
6. Trainers should submit the list of stable workers, along with one ID proof and Address Proof, (Aadhar Card/Voter ID and any Address Proof with photo) of who are staying in the premise on a monthly basis by the end of each month.
7. In the event of any willful damages to stables and surrounding areas allotted to Trainers, the cost of repair/replacement and suitable service charge will be recovered from the Trainers.
8. Trainers are instructed to maintain the stables area neat and clean ensuring proper hygiene in the interest of their own horses and workers.
9. Trainers should ensure the proper utilization of water, adhere to all safety precautions and avoid wastage of water in their stable area.
10. Trainers must ensure the horses are stabled in allotted stables only.
11. Trainers are responsible for the behavior of their stable workers, they are to instructed and to ensure that the respective stable workers, do not jump the compound wall, cross the race track, cross the walking rings, damage any of BTC property etc.,.
12. Trainers are hereby informed that the Club Officials have the right to conduct regular inspections. Any short-comings/ irregularities found will be reported to the Stewards of the Club and liable for action under this memo.
13. Any requirement for maintenance of stables can be recorded in writing in the book separately kept for that purpose at the security office (Gate No 1)/ Stable office or through an email with details to tracks@btcraces.com.

K. L. Nagesh Babu

Bangalore Jockey Club Ltd

Telephone: Office : 22262391/2/3/5
Secretary : 22261379
Fax : 91-80-22206372
e-mail : secbtc@yahoo.com
Fax : 91-80-22256995

POST BOX NO. 5058
52, RACE COURSE ROAD
BANGALORE -560 001

14. It is the Trainers responsibility for the proper disposal of stable waste. The waste has to be disposed-off in its respective allotted area as detailed below:

- I. **Wet waste:** Stable bedding, kitchen waste and all decomposable waste like vegetables, fruits etc., are to be disposed at the dung pits in LLS A and B Block or in Tractor trailers at BARI, B Bund School and outer peripheral stable blocks.
- II. **Dry waste:** Individual stables to keep the dustbin separately for the dry waste and then they to keep near to dung pits for the service provider to collect the waste on a regular basis.
- III. **Medical waste:** All the medical waste must be sent to the low level veterinary hospital's designated area.

Fine with regards to infringement of the rules and regulations as stated above:

- I. BTC have decided to impose fine as per the following if a trainer / any person breaches any of these Rules.
- II. These fines will be imposed on a per month basis for each month of infringement

1st Infringement : Rs.5,000/- fine
2nd Infringement : Rs.10,000/- fine
3rd Infringement : Rs.25,000/- fine
4th Infringement : Suspension up to 6 race days

The Stewards of the Club may impose a fine in excess of what is provided herein above at their discretion.

K. L. Nagesh Babu

K. L. Nagesh Babu
Joint Secretary.