

**GOVERNMENT OF ASSAM  
HEALTH & FAMILY WELFARE DEPARTMENT  
DISPUR: GUWAHATI**

No.HLB. 111/2020/229

Dated, Dispur the 24<sup>th</sup> May, 2020

**STANDARD OPERATING PROCEDURES (SOP)  
FOR  
AIR PASSENGERS**

**1. Background**

1.1. The Government of India has decided to resume domestic air travel of passengers with effect from 25<sup>th</sup> May 2020. In order to ensure safety of the passengers during prevailing circumstances due to COVID-19 pandemic, health protocols are hereby prescribed for compliance in respect of air passengers on arrival and departure within the State of Assam which will be implemented in conjunction with the guidelines issued by the Ministry of Civil Aviation.

**2. Arrangements at airports by district administration**

2.1. Facility for planned exit of passengers

2.2. Deputy Commissioner will set up thermal scanning booths manned by medical staff.

2.3. Deputy Commissioner will set up booths outside the airport building to collect undertakings etc. from passengers who are not required to undergo institutional quarantine immediately after arrival.

2.4. Deputy Commissioner will ensure that social distancing/ hygiene is maintained outside the airport by Airport Authority of India.

**3. Transportation arrangements/ options:**

3.1. State Government will run bus services four times a day from Guwahati airport to locations grouped such as (a) Lower Assam districts (b) Upper Assam Districts (c) North Assam districts etc. Passengers may avail these services on payment basis.

3.2. Passengers can hire authorised taxis. Details of such taxis/ driver must be given in the undertakings to be submitted by the passengers to the district administration.

3.3. Passengers can use private vehicles. Details of such vehicle/ driver must be given in the undertakings to be submitted by the passengers to district administration.

3.4. Government sector visitors may use Government allotted vehicles.

3.5. All social distancing/ hygiene norms must be complied with during travel.

## **4. Arrivals**

### **4.1. Passenger Manifest**

- 4.1.1.** Airlines are mandated to furnish the passengers manifest in the prescribed format to the State Governments as per requirement. A proforma which can be integrated with existing data capture system, shall accordingly be provided to all airlines by Deputy Commissioner such that required passenger identification and contact details will be provided. Such a manifest shall be provided in advance of the arrival of a flight.
- 4.1.2.** Local Deputy Commissioners will communicate the manifest to National Health Mission which will segregate the data into district-wise lists and forward the same to the concerned Deputy Commissioners and other agencies for advance planning/ action.

### **4.2. General Quarantine norms for passengers:**

- 4.2.1.** Pilots, Air crew and maintenance staff, whether of passenger or cargo aircraft, will not be quarantined in view of their already being subjected to strict health protocols mandated by Ministry of Civil Aviation.
- 4.2.2.** All passengers will mandatorily be temperature scanned on arrival. Disembarked Passengers must be made to walk to the health desks in a group of 20-25 maintaining social distancing of 1 metre each.
- 4.2.3.** Any symptomatic passenger having his/ her destination within Assam, will be segregated and taken to nearest Zonal/ District Screening Camp etc.
- 4.2.4.** Asymptomatic passengers, other than the exempted categories, will have to undergo combined institutional quarantine and home quarantine of at least 14 days. The period of institutional quarantine of a passenger will be 7 days or till his/ her RT-PCR COVID-19 test results are declared, whichever is earlier, followed by home quarantine for remaining period of quarantine after due hand stamping.
- 4.2.4.1.** Asymptomatic passengers of Kamrup (Metro), Darrang, Morigaon, Hojai will travel to one of the two nearby Screening Centres set up by Kamrup (Metro) district administration at Sarusajai and Kiranshree Grand, where swab sample will be taken for RT-PCR COVID-19 test prior to being taken for institutional quarantine arranged by Kamrup (Metro) district administration.
- 4.2.4.2.** Asymptomatic passengers of districts other those mentioned in Para 4.2.4.1 will travel to their respective district's designated screening camp, where swab will be taken for COVID-19 test prior to being sent for institutional quarantine arranged by local district administration. Such asymptomatic passengers will be allowed to travel



only after furnishing undertaking to district administration officials at airport as per indicative format at Annexure-II.

**4.2.5.Exemptions** to stipulation under **Para 4.2.4** falling in one of the following categories shall be allowed to go for **home quarantine for 14 days**, after hand stamping subject to the condition that the passengers are **asymptomatic**. In such a situation, the entire residence will become a containment zone during the quarantine period.

**4.2.5.1.** Pregnant women.

**4.2.5.2.** Elderly person, over 75 years and requiring assistance.

**4.2.5.3.** Person due to attend funeral and rituals associated with death of an immediate relative.

**4.2.5.4.** Children below 10 years of age along with their parents & siblings

**4.2.5.5.** Divyang.

**4.2.5.6.** Immediate relative of hospitalised patient.

**4.2.5.7.** Patients who have recently undergone cardiac, kidney, cancer treatment/surgery/ transplant.

**4.2.6.Exemptions** to stipulation under **Para 4.2.4** falling in one of the following categories shall be allowed to go for **home quarantine for 10 days**, after hand stamping subject to the condition that the passengers are **asymptomatic**. In such a situation, the entire residence will become a containment zone during the quarantine period. They are duty bound to report development of any symptom to 104 helpline number.

**4.2.6.1.** Completed mandated quarantine period of 14 days within the previous two weeks of arrival and had tested negative for RT-PCR COVID-19 within the previous 7 days, prior to arrival.

**4.2.6.2.** Tested negative for RT-PCR COVID-19 test within the previous 3 days prior to arrival.

**4.2.7.** Exempted category passengers under para 4.2.5 & 4.2.6 will submit **undertaking** as per indicative format at Annexure-I at air passenger screening centre.

**4.2.8.** Option of undergoing Institutional Quarantine in either Government funded facility/ hotels or self-paid hotels will be provided to air passengers who are advised institutional quarantine. Deputy Commissioner will allow option of self-paid hotel only obtaining an **undertaking** from the person that all expenditure for such stay (inclusive of food) will be made by the individual and that he/ she is fully willing to be quarantined in the hotel for a duration of minimum 14 days, if required by district administration.

### **4.3. Exemption from Quarantine for short – duration visitors**

**4.3.1.** Following categories of passengers will be exempted from the general quarantine norms, **provided they are asymptomatic:**

**4.3.1.1.** Any **passenger on a day long visit** i.e. he/ she arrives and departs on the same day from Assam **without night halt**. This is however subject to the person strictly complying with all hygiene and social distancing norms during the period of stay in Assam and violation of such norms will make him liable to undergo quarantine for the specified period before departing. **Undertaking** will be submitted by the passenger to the district administration officials **at airport** as per **indicative** format at **Annexure-II**

**4.3.2.** **Government of India/ State Governments officials** on official duty with prior intimation to Government of Assam and having **night halt** in suitable **isolated accommodation arranged by Government of Assam/ Government of India or associated organisations**, will be allowed to return without undergoing quarantine, subject to the person strictly complying with all hygiene and social distancing norms during the period of stay. **Undertaking** will be submitted by the official to the district administration officials **at air passenger screening centre**, as per **indicative** format at **Annexure-I**

### **5. Military & Paramilitary passengers**

**5.1.** All passengers travelling in capacity of military or para-military personnel on official duty will be allowed to directly travel to their respective cantonment/ camp where they will be quarantined.

**5.2.** **Prior intimation** of arrivals will have to be given to District Magistrate of disembarking airport district by an authorised senior officer of the military wing/ para-military force, which will include identification details of all arriving personnel along with a declaration that (a) all arriving personnel are asymptomatic and (b) all State Government instructions for quarantine, testing etc. will be complied with. State Government will arrange collection of swab samples for COVID-19 testing.

### **6. Transit Passengers**

**6.1.** All transit passengers travelling to other North Eastern States will be **allowed to depart for their respective destination State directly from the airport** provided they **do not have any stoppages in Assam**. **Undertaking** will be submitted by the transit passengers to the district administration officials **at airport** as per **indicative** format at **Annexure-II**.

*Amis*  
24/5/20

## 7. Dignitaries/ VVIPs

7.1. Visiting Dignitaries/ VVIPs including Hon'ble Governors, Members of Council of Ministers of Government of India/ State Governments (other than State of Assam), Hon'ble Judges etc. will be exempted from General Quarantine norms, subject to accommodation being arranged in State Bhawans/ exclusive guest houses etc., while complying with all social distancing and hygiene norms during the period of stay in Assam.

## 8. Departures

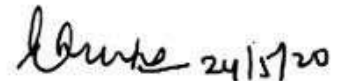
8.1. All departing passengers will be scanned by the medical staff outside airport.

8.2. The body temperature of each passenger will be taken. Ministry of Civil Aviation norms prescribes that symptomatic passengers should not be allowed to enter the airport. Such symptomatic passengers will then be made to comply with standard health protocols.

## 9. Penal provisions

9.1. Any person violating the instructions contained herein will be liable to be proceeded against as per the provisions of the Assam COVID-19 Regulations, 2020, Disaster Management Act, 2005, besides legal action under Sec. 188 of the IPC, and other legal provisions as applicable.

This SOP comes into force with immediate effect.

 24/5/20

(Samir K Sinha, IAS)

Principal Secretary to Government of Assam  
Health & Family Welfare Department

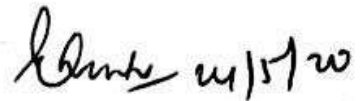
Memo No.HLB. 111/2020/229.-A

Dated Dispur the 24<sup>th</sup> May, 2020

Copy to:

1. Chief Secretary, Assam.
2. Additional Chief Secretary, Home & Political Department.
3. Director General of Police, Assam.
4. Principal Secretary to Hon'ble Chief Minister, Assam.
5. ADGP (L&O)
6. ADGP (S)
7. Commissioner & Secretary, Transport Department, Dispur.
8. Commissioner & Secretary, Health & Family Welfare Department.
9. Special Secretary, Health & Family Welfare Department.
10. Chief Executive Officer, Assam State Disaster Management Authority.
11. Commissioner of Transport, Assam/ Managing Director, ASTC.
12. Mission Director, National Health Mission, Assam.
13. All Deputy Commissioners for necessary action.
14. All Superintendents of Police for necessary action.
15. DME/ DHS, Assam.
16. All Joint Directors of Health Services, Assam.

17. All Principals cum Chief Superintendents, Medical College Hospitals.
18. P.S. to Hon'ble Minister, Health & F.W. Department, Government of Assam
19. P.S. to Hon'ble Minister (All), Government of Assam.
20. P.S. to Hon'ble Minister of State, Health & F.W. Department
21. P.S. to Hon'ble Minister of State (Ind.)/ Minister of State (All),
22. P.S. to Hon'ble MLA (All).
23. Any other concerned



Principal Secretary to Govt. of Assam  
Health & Family Welfare Department