MEGHALAYA POLICE
“Help Us to Help You”

A HANDBOOK FOR POLICE ON COVID-19

PREPARE, PREVENT & STAY SAFE

1. AVOID LARGE GATHERING
2. NO SPITTING IN PUBLIC PLACES
3. AVOID TOUCHING EYES, NOSE & MOUTH

WASH HANDS
SOCIAL DISTANCING
USE LITTER BINS
WEAR FACE MASK
SEEK MEDICAL ASSISTANCE
CALL 108 OR 1070

/meghalayapolice /meghpolice /meghalayapolice/
PREFACE

- The handbook for Police is an initiative of Shri. R. Chnadranathan, IPS, Director General of Police, Meghalaya.


- The handbook is mainly for police officers and personnel of the department, and it contains an overview of the Coronavirus (COVID-19) as published by the World Health Organisation as well as the do's and dont's for police officials to follow during the pandemic.

"Alone we can do so little; together we can do so much."

Hellen Keller

"Help Us to Help You"
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Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus. Most people infected with the COVID-19 virus will experience mild to moderate respiratory illness and recover without requiring special treatment. Older people, and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness.

The best way to prevent and slow down transmission is to be well informed about the COVID-19 virus, the disease it causes and how it spreads. Protect yourself and others from infection by washing your hands or using an alcohol based rub frequently and not touching your face.

The COVID-19 virus spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes, so it’s important that you also practice respiratory etiquette (for example, by coughing into a flexed elbow).

At this time, there are no specific vaccines or treatments for COVID-19. However, there are many ongoing clinical trials evaluating potential treatments. WHO will continue to provide updated information as soon as clinical findings become available.
The COVID-19 virus affects different people in different ways.

COVID-19 is a respiratory disease and most infected people will develop mild to moderate symptoms and recover without requiring special treatment.

People who have underlying medical conditions and those over 60 years old have a higher risk of developing severe disease and death.

Common symptoms include:

* Fever
* Tiredness
* Dry cough.

Other symptoms include:

* Shortness of breath
* Aches and pains

* Sore throat
* Very few people will report diarrhoea, nausea or a runny nose.

* People with mild symptoms who are otherwise healthy should self-isolate and contact their medical provider or a COVID-19 information line for advice on testing and referral.

* People with fever, cough or difficulty breathing should seek medical attention.
To prevent infection and to slow transmission of COVID-19, do the following:

1. Wash your hands regularly with soap and water, or clean them with alcohol-based hand rub.

2. Maintain at least 1 metre distance between you and people coughing or sneezing.

3. Avoid touching your face.

4. Practice respiratory hygiene, make sure you and the people around you, follow good respiratory hygiene. This means covering your mouth and nose with your bent elbow or tissue when you cough or sneeze. Then dispose the used tissue immediately.

5. Stay home if you feel unwell.

6. Refrain from smoking and other activities that weaken the lungs.

7. Practice physical distancing by avoiding unnecessary travel and staying away from large groups of people.

8. Wear face mask while shopping for groceries or other essential commodities.
• PEOPLE TO PEOPLE:

The disease can spread from person to person through small droplets from the nose or mouth when the infected person coughs or exhales.

• CONTAMINATED SURFACES TO PEOPLE:

The small droplets land on surfaces, which means any person coming into contact with surface and touches their eyes, nose or mouth, can become infected.
1. To ensure that mass gatherings in all places are prohibited.

2. To ensure that activities/sports/fairs/concerts etc. which attracts public gatherings are not held.

3. To check establishments/entities that have been directed to close, as per the directions of Family & Health Welfare Department, Meghalaya, Shillong follow the directions in letter and spirit.

4. To immediately alert the medical team in case of any information regarding novel COVID-19 cases within their jurisdiction.

5. To ensure that individuals who are being quarantined do not leave the place of quarantine until being permitted by medical experts.

6. To assist the Family & Health Welfare Department, Meghalaya, Shillong by enforcing relevant provisions of laws, in order to prevent spread of the novel COVID-19.

7. To maintain public order and safety at all times.

8. To exercise maximum restraint during the imposition of the lockdown.

9. To help the general public in need of assistance and to impart awareness among the public regarding COVID-19.

10. To prevent stigmatization of health officials and patients.

11. Prevent spread of Fake news or rumours.
Before, After and While in Police Station etc.:

1. Wear face mask and undergo temperature screening before entering the office premises.
2. Social Distancing should be maintained at all times, and respiratory hygiene should be strictly followed.
3. Ensure physical distancing while attending meetings and briefings.
4. Hand sanitizers/hand wash should be used to sanitize/wash hands before coming into contact with files/papers/computers etc.
5. Do not share towels or handkerchiefs, and immediately dispose tissue papers or facial tissues after usage.
6. Wash your hands regularly and cleanliness etiquette should be maintained.
7. Office premises and its surrounding areas are to be completely sanitized before and after office hours.
8. Disinfectants should be utilized to sanitize rooms, lavatories and other infrastructures so as to maintain cleanliness throughout the office premises.
9. Avoid spitting, littering and sitting in close proximity with co-workers.
While in a vehicle:

1. Ensure that physical distance is maintained.
2. Wear Face Mask to protect yourself and others who are sitting inside the vehicle.
3. Wear gloves, and avoid unnecessary contact with the interior/exterior surface of the vehicle.
4. Keep hand sanitizers and box of tissues within the vehicle; use it frequently to avoid any contamination.
5. Disinfect the vehicle before and after performing duties.
While on duty:

1. As frontline officials, wearing of PPE is very important, to prevent possible transmission of the virus.

2. During enforcement of lockdown, maximum restraint should be adopted. Minimum force should only be used in case of danger to any life or property.

3. Ensure social distancing is being maintained by public while shopping for essential commodities.

4. Ensure that person(s) moving out in public places are wearing face mask, and that they don’t spit in public places.

5. Ensure that people do not violate the orders, norms and guidelines issued by the Government and other line departments.

6. Ensure that Health Officials, general public and frontline workers are not put through inconveniences while conducting checking during Curfew or lockdown.

7. While checking of vehicles, ensure that physical distance is maintained while inquiring from the commuter. Ensure that Curfew Pass is paste on the front windshield of the vehicle or any part of the two wheeler which will be clearly visible.

8. Avoid touching vehicle documents while conducting checking, ask the driver to show the documents or use the M-Parivahan App to verify the documents.

9. Ensure that the correct information is provided to the general public and avoid engaging into debates or argument with the general public.

10. Ensure that strict sanitizing procedures are adopted, while on duty.
Call 108 or 1070 for assistance.


IMPORTANT INFORMATION

STATE POLICE COVID-19 CONTROL ROOM

Nodal Officer: Shri. H. Toi, IPS, Dy. Inspector General of Police (L&O/TAP) (9436102172)

Assisting Officers: Shri. H. G. Lyngdoh, MPS, Superintendent of Police (EOW) (9436103993)
Shri. V. Syiem, MPS, Superintendent of Police (Anti-Infil Dte.) (9436103108)

State Police COVID-19 Control Room numbers:
1. 03642215705
2. 03642226022

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<th>S/No.</th>
<th>Districts</th>
<th>Name</th>
<th>Contact No.</th>
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<tbody>
<tr>
<td>1</td>
<td>East Khasi Hills</td>
<td>Shri S. N. Ranee, Inspector</td>
<td>9436738224</td>
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<tr>
<td>2</td>
<td>West Garo Hills</td>
<td>Shri D. Palecha, IPS Addl. SP</td>
<td>8787425521</td>
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<td>3</td>
<td>East Garo Hills</td>
<td>Shri C. Ch. Momin, MPS, Dy. SP</td>
<td>8787786148</td>
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<td>4</td>
<td>North Garo Hills</td>
<td>Shri V. Ch. Sangma, MPS, Dy. SP</td>
<td>8638279919</td>
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<td>5</td>
<td>Ri-Bhoi</td>
<td>Shri V.D.S Rymbai, MPS, Dy.SP</td>
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<td>6</td>
<td>South West Khasi Hills</td>
<td>Shri S. Paslein, MPS, Dy.SP</td>
<td>9485147757</td>
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<td>7</td>
<td>West Jaintia Hills</td>
<td>Shri B. Chettri, MPS, Addl. SP</td>
<td>7005686668</td>
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<td>West Khasi Hills</td>
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<td>South West Garo Hills</td>
<td>Shri. R. R. Marak, MPS, Addl. SP</td>
<td>98627 65395</td>
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COVID-19 HELPLINE NUMBERS

REGISTRATION OF PERSONS who have visited
Bethany Hospital Shillong on or after 22\textsuperscript{nd} March, 2020
OR
Bethany Hospital, Nongpoh on or after 30\textsuperscript{th} March, 2020
1. Call 108
OR
2. Call 1070
OR
3. Register Online @http://meghalayaonline.gov.in/covid/login.html
   OR
   shorturl.at/gGIR0 (Last character is zero)

Control Room Helpline Number, Integrated Disease Surveillance Programme

<table>
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<tr>
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<tr>
<td>West Jaintia Hills &amp; East Jaintia Hills</td>
<td>6009693315 03655230605 7628075990</td>
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<tr>
<td>West Garo Hills &amp; South West Garo Hills</td>
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<td>Ri-Bhoi</td>
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<tr>
<td>East Garo Hills &amp; North Garo Hills</td>
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<tr>
<td>South Garo Hills</td>
<td>7085100406</td>
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| • Helpline for person under Home Isolation / Quarantine |
| • Report of Home Isolation / Quarantine violation in the respective Districts. |
| • Registration of Medical Volunteers |

Toll Free Emergency Numbers

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<thead>
<tr>
<th>Health</th>
<th>108</th>
<th>All medical emergencies.</th>
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<tbody>
<tr>
<td>Police (Shillong)</td>
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<td>All non-medical emergencies</td>
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<tr>
<td>State Emergency Operation Centre</td>
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<td>Any kind of emergency related to COVID-19.</td>
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<tr>
<td>DC Control Room</td>
<td>East Garo Hills, Williamnagar</td>
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<tr>
<td>North Garo Hills, Resubelpara</td>
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<td>East Khasi Hills, Shillong</td>
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<tr>
<td>Ri-Bhoi, Nongpoh</td>
<td>03638-232028 / 1077</td>
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<td>South West Khasi Hills, Mawkyrwat</td>
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<td>West Jaintia Hills, Jowai</td>
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<td>West Khasi Hills, Nongstoin</td>
<td>8974579811</td>
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<tr>
<td>East Jaintia Hills, Khliehriat</td>
<td>7628079707 / 7628078735</td>
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<td>South Garo Hills, Baghmara</td>
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<tr>
<td>South West Garo Hills, Ampati</td>
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**DC Control Room**

- All grievances in the respective districts
- Report of any violation relating to COVID-19
- Registration of persons entering Meghalaya
- Registration of Tourists still in Meghalaya.
- Registration of Volunteers

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<th>Other Assistance</th>
<th>Shelter Homes for Students</th>
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<td>Citizens stranded outside the State.</td>
<td>9856024237 / 9436112993 / 9485698768 / 9856451339</td>
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<td></td>
<td>Students in Shillong who want to avail shelter home services.</td>
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<td></td>
<td>Helpline for citizens stranded outside the State.</td>
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MEGHALYA POLICE
SOCIAL MEDIA CAMPAIGNS

with best compliments

✴ D. P. Enterprise, Shillong
✴ Vikash Enterprise, Shillong
✴ Papa Enterprise, Shillong
✴ M/s Yogamaya Store, Shillong
✴ M/s Sandeep Jain, Tura
✴ M/s Shree Hari Industries, Shillong
✴ M/s Megindia Constructions, Tura
DO YOUR PART,
STAY APART