

GOVERNMENT OF TELANGANA

MUNICIPAL ADMINISTRATION DEPARTMENT

From  
Dr.N.Satyanarayana, IAS  
Director of Municipal  
Administration, Telangana  
Hyderabad,.

To  
All the Municipal Commissioners  
in the State

Lr.Roc.No.186812/COVID-19/May20, **06/05/2020**

Sir,

Sub: Urban Local Bodies- COVID- 19- certain instructions  
issued during the Lockdown period on opening of shops  
- reg.

Ref: Instructions of Principal Secretary to Govt, MA&UD Deptt,  
Dt. 05.05.2020.

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I am to inform that the following instructions are issued to all Municipal Commissioners in the State in those Districts which are in green and orange zone regarding opening of shops :

A.In all Municipalities in all Dists. (including those located in red zones)

1. Essential shops which are open presently including medical, grocery, dairy products, vegetables & nursery products will continue to operate as usual;
2. In addition, (i) Shops dealing with Constructions related

- such as Cement, Steel, hardware, electrical, plumbing material & other such building constructions related shops;
- (ii) Agriculture related shops shall be permitted to be open;
3. Wine shops (except those in Containment zones) & as prescribed by excise dept.

The shops mentioned in above three categories will be opened daily and based on the present timings and latest upto 6 pm.

**B. In all Municipalities located in Green and Orange Dists** (ie except for municipalities located in Districts of Hyderabad, Medchal Malkajigiri, Gadwal, Warangal (U) and RR Districts):

In order to ensure that protocols of social/ Physical distancing is followed strictly and that there's some discipline so far as number of vehicles and people come outside, the following arrangement is mandated for opening of shops, other than (A) and those prohibited under (C);

1. All other shops, in addition to (A) above and except those prohibited as under (C) below shall be permitted to open in all Municipalities on alternate days;
2. It will be in a manner that first, third, fifth, seventh and so on shop will open on Monday, Wednesday & Friday, and the second, fourth, sixth & so on shopd will open on Tuesday, Thursday and Saturday. This will ensure that any two adjacent shops are opened on alternate days so that only 50% of total such shops will open on any given day and other 50% of shops on the following day and so on. This means all even numbered shops open on even days and odd numbered shops are opened on odd days. This can be ensured either by a) using the existing numbers of the shop or (b) giving numbering to shops serially and permitting even numbered shops to open on Even Number Date and Odd numbered shops to open on Odd Number Date, Ex: 1,3,5,7,9,11,13

etc numbered shops shall open on 7<sup>th</sup>, 9<sup>th</sup>, 11<sup>th</sup>, 13<sup>th</sup>, 15<sup>th</sup> May., and 2,4,6,8,10,12,14 numbered shops shall open on 6<sup>th</sup>, 8<sup>th</sup>, 10<sup>th</sup>, 12<sup>th</sup>, 14<sup>th</sup>.

However, the following shall be strictly complied:

- a. Only 50% of the shops for above categories shall be permitted to be opened on any given day upto 29.5.2020.
  - b. No two adjacent shops are opened on the same day.
  - c. Compulsory wearing of Masks for both those working in the shop and for all customers. A policy of "No mask – No goods / No service" must be followed.
  - d. Foot Markings for Social / Physical Distancing with 4 feet.
  - e. Provision of Hand sanitizer facility at all the Entry and Exits
  - f. Color indication in Red for common touch points like elevator buttons, door handles etc
  - g. Wherever possible, provision of automatic doors.
3. All shops permitted to open under (B), shall invariably operate only during the timings between 10 AM to 6 PM .
  4. E-commerce shall be permitted in Green and Orange Zone Dists and municipalities contained therein;
  5. District Collector, Municipal authorities and Police shall ensure that this arrangement is implemented strictly. Severe action shall be taken on any shops found opened un-authorisedly and violation of the above conditions. Action will also be initiated against the concerned Municipal staff if any violation is noticed.
  6. All other activities, which are not specifically prohibited under "C" below or restrictions as imposed in Red Zone Dists shall be permitted. However, Municipal Commissioner / District Collector may seek clarification when in doubt. The primary objective is to keep the spread of COVID-19 in check.

C. Following activities **shall continue to remain Closed/prohibited** across all Municipalities irrespective of Zones for the entire period of

lockdown:

1. All schools/colleges/educational /training/coaching institutions;
2. Hospitality services (restaurants, hotels, dhabas etc ) other than those used for housing health/police/officials/healthcare workers, stranded people, tourists & for quarantine facilities
3. All Cinema halls, shopping malls, gyms, sports complexes, swimming pools, entertainment parks, theatres, bars, auditoriums, assembly halls and other such similar places;
4. No congregation at religious places;
5. All social/ political/ sports/ entertainment/ academic/ cultural/ religious functions/ other gatherings.
6. All religious places shall be closed for public. Religious congregations are strictly prohibited.
7. Persons above 65 years of age, persons with co-morbidities, pregnant women & children below 10 years shall stay at home except for meeting essential requirements and health reasons;

4. All Concerned Municipal Commissioners, (in consultation with District Collectors concerned and duly coordinating with Police,) are accordingly directed to make necessary arrangements in accordance with the above, for opening of shops in a systematic way without giving any scope for discrimination and causing chaos among the business fraternity and duly following all norms of social/physical distance, hand hygiene and respiratory hygiene. Other instructions as issued by MH&FW dept. , Excise Dept. , Industries dept. and transport dept. shall be followed.

5. It is reiterated that any person found violating these lockdown measures will be liable u/s 51-60 of the DMA 2005 besides penal action u/s 188 of IPC and other legal provisions as applicable.

The provisions of (B) as above shall come into force w.e.f May 7<sup>th</sup>/8<sup>th</sup>. Please make immediate necessary arrangements accordingly.

Yours faithfully

**DR N SATYANARAYANA IAS**

**DIRECTOR OF MPL ADMN**

Copy to the Regional Directors for taking necessary action in the matter.

Copy to the Additional Collectors / Dist Collectors for taking further action in the matter

Copy submitted to the Principal Secretary, MA&UD Department to the Government for information