

TOP PRIORITY



**OFFICE OF THE COLLECTOR, NORTH GOA DISTRICT
DISTRICT DISASTER MANAGEMENT AUTHORITY
Civil Administration Branch, Collectorate Bld., Panaji-Goa-403001
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No. 4/98/CAB-COL/MISC / 254

Dated:- 17/03/2020

Sub: - Novel Coronavirus disease 2019.

Sir/Madam,

Find enclosed herewith the copy of the minutes of the meeting held on 16/03/2020 in the Conference Hall of this office.

The meeting was chaired by the Collector, North Goa District, to discuss issues on the above captioned subject.

Yours faithfully,

(Gopal A. Parsolkar)
Additional Collector-II
North Goa District

**MINUTES OF MEETING REGARDING PREPAREDNESS TO HANDLE
COVID-19 IN NORTH GOA DISTRICT HELD ON 16/03/2020 AT 3.00 P.M.**

A meeting was convened by the Collector (North) in the Conference Hall of the Collectorate of North Goa District on 16/03/2020 at 3.00 p.m. to discuss the future course of action to be taken to prevent spread of COVID-2019, the Containment Plan for novel Corona virus 2019 of the Ministry of Health & Family Welfare, Govt. of India and the Government Order dated 16/03/2020 issued by Directorate of Health Services.

The list of the Officers/Officials present for the meeting is enclosed herewith.

At the outset, the Collector welcomed all present for the meeting and informed that this meeting has been called to discuss about the preparedness to handle COVID-19. The following points were discussed and decisions were taken:

1. The Collector read out the Government Order dated 16-03-2020 issued by the Directorate of Health Services and stated that operations in casinos, spas, massage parlours, gymnasiums, public swimming pools both stand alone and in hotels and resorts, river cruises, night clubs and multiplexes have been ordered to be closed from 16-03-2020 till 31-03-2020. All Departments concerned should ensure that the order is implemented effectively.

(Action: CoP/Tourism/ Municipalities/Panchayats)

2. It was informed that there is no reason to panic. However, as a measure of abundant caution, there is need to prevent large public gatherings to avoid transmissions and spread of the virus.

(Action: All concerned)

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3. Dr. Prashant Suryavanshi of Directorate of Health services explained the facts relating to the spread of the virus and the measures that need to be adopted to contain the virus. It is necessary to be careful and be prepared for the situation since countries like Italy and France with better health infrastructure are also facing rapid spread of the virus.

(Action: All concerned)

4. To the extent possible, hand wash facilities are to be provided. If not possible, then sanitizers could be used.

(Action: All concerned)

5. Non-essential and unnecessary travel should be avoided by all concerned. A Travel Advisory may be given within offices to this effect to all the staff.

(Action: All Departments)

6. Any suspicious case should be reported to the nearest health facility i.e PHC/ CHC/ Goa Medical College. The Health Officers will do the needful for counselling, check up and screening. Thereafter as per the suggestions of the Health team, further action for isolation, if required will be taken. At present, isolation facility for North Goa district is set up at GMC.

(Action: Health Department)

7. Vigil has to be maintained on all individuals who have symptoms and also those with a travel history to the affected countries. Crew members of ships returning to Goa also need to be watched. This information should be brought to the notice of the general public.

(Action: ULBs/VPs/All concerned)

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8. In case of any suspects, 104 is the emergency number to the general public to contact if any symptoms of COVID-19 are noticed.

(Action: All concerned)

9. The representative of Captain of Ports informed that casinos have been shut down. Representatives of Departments stated that all the Government offices have stopped biometric attendance. Representative of Sports Department informed that all gymnasiums and swimming pools under the Directorate have been closed. Representative of Tourism Department informed that all hotels and resorts have been informed about the same for compliance. Respective Departments should ensure that the Government Order is implemented in proper spirit. However, no issues should be created in the process.

(Action: All concerned)

10. Collector informed that Cinema halls and multiplexes should be closed all over North Goa.

(Action: ESG/ULBs, VPs)

11. Concerns were raised on water sports activities, ferry boats, transport buses and biometrics for e-POS machines at Fair Price Shops. Collector informed that the places mentioned in the Government Order should necessarily be closed. In case of others, it should be understood that the restrictions are to be imposed to prevent public gatherings. This is basically to avoid people coming together. This is more particular for those individuals who have a travel history from affected nations coming into the State. Departments concerned can take precautions as per the situation and provide hand wash/ hand sanitizers as applicable.

(Action: All concerned)

12. Dr. Prashant Suryavanshi of Directorate of Health Services, advised to keep a sanitizer at all the places possible which can be used by the people after they put their thumb impression.

(Action: Director, Civil Supplies)

13. Collector informed that as of now only two instructions are being issued to stakeholders i.e. to prevent people from getting together in public places as mentioned in the Government Order which is necessarily to be done and not to create any panic or ruckus amongst the people by any method of force. Secondly, if any person is suspected, the nearest health centre needs to be informed about the same.

(Action: All concerned)


14. The Deputy Collectors of the Talukas concerned will be the one point contact for the Health Officials in case any assistance for arrangement for isolation or shifting of the suspected patients is required.

(Action: All Deputy Collectors/ Health Department)

15. It was informed that these instructions will be in force till 31/3/2020. Further directions as and when received from the Government will be intimated to all concerned.

(Action: All concerned)

The meeting ended with vote of thanks.


(Gopal A. Parsekar)
Additional Collector-II
North Goa District

LIST OF OFFICERS PRESENT FOR THE MEETING ON 16/03/2020

SR. NO.	NAME OF THE OFFICER	DESIGNATION	CONTACT NO.
1	Madhura Natekar	Municipal Inspector Valpoi Municipal Council	9765849060
2	Prassani Halarnkar	Deputy Director (Child welfare Panaji)	912489485
3	Mandar Mohan Naik	Chief Officer Pernem Municipal Council	7875352676
4	Chetan H. Salgaonkar	B.D.O. Bardez	9923036679
5	Manesh Hasi Kedar	B.D.O. Pernem	9767240186
6	Shrikant Babi Pednekar	B.D.O. Bicholim	7972143955
7	Thomas Braganza	ME III Pernem Municipal Council	
8	Anant S. Pangam	Inspector of Factories & Boilers	8805019859
9	Somnath Raut Desai	Sanitary Inspector, CCP Panaji	9422444722
10	Shrikant V Lawande	ME III CCP	9403687475
11	Subhash Kavlekar	Assistant Director (Department of Tourism)	9403687475 9763644737
12	Constantino Dsa	Radio Officer Captain of Ports	9225905929
13	Pralhad S Desai	Assistant Director of Transpot	9011004459
14	Deepesh Priolkar	Deputy Director Municipal Administration	9158910500
15	Navin Acharya	Assistant Director of Sports	9823795857
16	Savendra D. Gaonkar	Municipal Engineer Corporation of City Panaji	7972181963

17	Ramesh P Naik	Director of Information and Publicity	9822137729
18	Jyoti Sardesai	Directorate of Food and Drugs Administration	9822100479
19	Mamu Hage	Deputy Collector II Bardez & RO	9953462311
20	Akshay G. potekar	Deputy Collector I Bardez	9552610588
21	Uttam Y. Raut Desai	SDPO Panaji	7875756021
22	Shri. Utkrish Prasonn	SP (North)	7875756013
23	N. Vaz	AE SD IV WDI	9823096258
24	Rajesh P Phadte	ME III	9518996716
25	Dhiraj Nagvekar	Accountant S.M.C	9850239991
26	Mangaldas Goankar	Deputy Collector(Sattari)	8830797152
27	Vivek Krishna Naik	Chief Officer Bicholim Member Secretary	8424014673
28	Siddhivinayak S. Naik	Director of civil supplies M.S. Kala Academy	9765848534
29	Sagun R. Velip	Director of Art and Culture	7588197975
30	Chandrakant Shetkar	Deputy Collector Pernem	992217241
31	Deepak P Vaigankar	BDO Bardez Mapusa	9823341129
32	Suryaji rao V. Rane	B.D.O. Sattari Goa	942330813
33	Smt Prajakta D. Goltekar	BDO Tiswadi	9545477860
34	Shri Gaurav M. Banodkar	T.A. , SD-IV, WD VII (NH)	8329161391
35	Shri Mrunal Niket Walke	Gen. Manager, ESG, Panaji	9158889888
36	Smt Gauri V. Loliencar	Directorate of Mines & Geology	2426431

37	Mr. Uday G. Rewadkar	Asst. Manager	9421157501
38	Mr Rupesh C. Usgaonkar	HR, Manager	8007294656
39	Mr Mahesh R. Korgaonkar	Suptnd, of Excise, Commissioner of Excise	9822165554
40	Mr. Ravishankar S. Godi	Engineering Office, WRD	9420690010
41	Smt Jenica Sequeira	Scientist C, GSPCB	9158008630
42	Smt Pooja Palyekar	Information Asst. Information & PUblicity	7798107578
43	Shri Domnic Fernandes	GE. Manager, Goa Waste Management Committee	982215715
44	Smt Megha S. Kerkar	Suptd. Of Fisheries	9420162084
45	Shri Sachin S. Dessai	Dy. Collector Bicholim	9975372070
46	Shri. Clen Madeira	Chief Officer, Mapusa	9160193107
47	Dr. Prashant Suryawanshi	Medical Officer	9422390965
48	Shri. Vivek H.P., IAS	Dy. Collector Tiswadi	
49	Shri. Rajendra D. Naik	SE VI, PWD, C.O. VI, Altinho	9822488651

To,

1	The Superintendent of Police (North), Porvorim-Goa
2	The Director, Directorate of Fire and Emergency Services, Panaji-Goa
3	The Chief Engineer, Water Resources Department, Porvorim-Goa
4	The Principal Chief Engineer, Public Works Department, Altinho, Panaji-Goa
5	The Chief Electrical Engineer, Electricity Department, Panaji-Goa
6	The Director, Directorate of Health Services, Campal, Panaji-Goa.
7	The Chief Conservator of Forest, Forest Department, Panaji-Goa
8	The Director, Directorate of Mines & Geology, Panaji-Goa
9	The Member Secretary, Goa State Pollution Control Board, Panaji-Goa
10	The Captain of Ports, Ports Administration, Panaji-Goa
11	The Commissioner, (GST) Building, Patto, Panaji-Goa
12	The Director, Directorate of Fisheries, Panaji-Goa
13	The Director, Directorate of Art and Culture, Panaji-Goa.
14	The Member Secretary, Entertainment Society of Goa, Panaji-Goa
15	The Managing Director, Kala Academy, Panaji-Goa.
16	The Director, Directorate of Civil Supplies and Consumer Affairs, Panaji-Goa
17	The Director, Directorate of Food and Drugs, Bambolim-Goa.
18	The Director, Department of Women and Child Development, Panaji-Goa
19	The Director, Directorate of Social Welfare Department, Panaji-Goa
20	The Director, Directorate of Information and Publicity, Panaji-Goa
21	The Director, Directorate of Municipal Administration, Panaji-Goa
22	The Director, Directorate of Tourism, Panaji-Goa
23	The Director, Directorate of Education, Porvorim-Goa
24	The Director, Directorate of Agriculture, Tonca, Caranzalem.
25	The Director, Directorate of Transport, Panaji-Goa
26	The Director, Directorate of Panchayat, Panaji-Goa
27	The Commissioner, Corporation of the City of Panaji, Panaji-Goa
28	The Chief Inspector, Inspectorate of Factories and Boilers, Altinho.
29	The Managing Director, Goa Waste Management Authority, Saligao-Goa
30	The Director, Directorate of Sports and Youth Affairs, Campal, Panaji-Goa
31	The President, Travel and Tourism Association of Goa, 609, Dempo Towers, Panaji-Goa
32	The Chief Executive Officer, Inox Leisure Limited, Multiplex Complex, Behind Old GMC, Campal, Panaji-Goa.
33	The Chief Executive Officer, Inox Leisure Limited, Multiplex Complex, Porvorim-Goa.
34	The Deputy Collector & SDO of Tiswadi / Bardez / Pernem / Bicholim / Sattari.