

**GOVERNMENT OF MEGHALAYA
HEALTH AND FAMILY WELFARE DEPARTMENT**

OFFICE MEMORANDUM

Dated Shillong the 27th August, 2020.

No. Health.101/2020/Pt.I/4 : In order to effectively manage the COVID-19 containment measures at the grassroot level, a **Covid-19 Coordination Committee for each Assembly Constituency** in the State will be constituted by the Deputy Commissioners with the following members:

- | | |
|---|--------------------------------|
| 1. Member of the Legislative Assembly concerned | Chairperson |
| 2. Representative of the Deputy Commissioner/
ADM/SDO(C)/BDO | Convener & Member
Secretary |
| 3. Representative of the DM&HO/Medical & Health Officer
of concerned PHC/CHC | Member |
| 4. Representative of the Superintendent of Police | Member |

Roles and Responsibilities:

The COVID-19 Coordination Committees at Assembly Constituency level will perform its roles and functions as indicated below:-

1. The Co-ordination Committee will assess the prevailing situation on the ground in terms of COVID-19 in their respective constituencies and co-ordinate with the District Administration.
2. Provide suggestions for effective implementation of health protocols to contain the spread of the COVID-19 pandemic.
3. The Co-ordination Committees are to ensure that people are sensitised about effective Home Management of COVID-19 positive cases and the effectiveness of the same. They are to ensure that every household has an identified, trained caregiver to take care of a COVID-19 positive person.
4. The Co-ordination Committees are to take steps in creating awareness on Behavioural Change Management in their respective constituencies and to ensure that people follow health protocols and SOPs as issued by the Health Department from time-to-time. They are to ensure that sensitive support is provided to people while focusing on removal of fear and stigma through dissemination of correct information and proper messaging.

Sd/-

(M. N. Nampui, IAS)

Secretary to the Government of Meghalaya,
Health & Family Welfare Department.

Contd.....2/-

Memo No. Health.101/2020/Pt.I/4-A

Dated Shillong the 27th August, 2020.

Copy to :

1. The Secretary to the Governor of Meghalaya for kind information of Governor.
2. PS to the Chief Minister, Meghalaya for kind information of Chief Minister.
3. PS to the Deputy Chief Minister, Meghalaya for kind information of Deputy Chief Minister.
4. PS to the Minister, Health & Family Welfare Department, Meghalaya for kind information of Minister.
5. PS to all Ministers, for kind information of Hon'ble Ministers.
6. PS to Chief Secretary to the Government of Meghalaya for kind information of Chief Secretary.
7. The Additional Chief Secretary/ Principal Secretaries/ Commissioner & Secretaries/ Secretaries of all Departments, Government of Meghalaya.
8. Mission Director, National Health Mission, Meghalaya, Shillong.
9. Director of Health Services (MI)/(MCH&FW)/(Research), Meghalaya, Shillong.
10. The Director General of Police, Meghalaya.
11. The Deputy Commissioner,
East Khasi Hills, **Shillong** /West Khasi Hills, **Nongstoin**/ South-West Khasi Hills, **Mawkyrwat**/ East Jaintia Hills, **Khliehriat**/ West Jaintia Hills, **Jowai**/ Ri-Bhoi District, **Nongpoh**/ West Garo Hills, **Tura**/ South-West Garo Hills, **Ampati**/ East Garo Hills, **Williamnagar**/ South Garo Hills, **Baghmara** /North Garo Hills, **Resubelpara**. With a request to inform to all Members of Legislative Assembly under your jurisdiction.
12. Joint Director of Health Services (MCH&FW) I/c IDSP, Meghalaya, Shillong.
13. District Medical & Health Officer
East Khasi Hills, **Shillong** /West Khasi Hills, **Nongstoin**/ South-West Khasi Hills, **Mawkyrwat**/ East Jaintia Hills, **Khliehriat**/ West Jaintia Hills, **Jowai**/ Ri-Bhoi District, **Nongpoh**/ West Garo Hills, **Tura**/ South-West Garo Hills, **Ampati**/ East Garo Hills, **Williamnagar**/ South Garo Hills, **Baghmara** /North Garo Hills, **Resubelpara**
14. All Administrative Departments/Heads of Departments

By Orders, etc.,


(T. G. M. M. M.)

Joint Secretary to the Government of Meghalaya,
Health & Family Welfare Department.
