

**Government of NCT of Delhi  
Delhi Disaster Management Authority**

No. DDMA/COVID-19/2020/126

Date: 02/04/2020

**ORDER**

Whereas, the Delhi Disaster Management Authority (DDMA) is satisfied that the NCT of Delhi is threatened with the spread of COVID-19 epidemic, which has already been declared as a pandemic by the World Health Organisation, and has considered it necessary to take effective measures to prevent its spread in NCT of Delhi;

And whereas, the officers / officials of Government of NCT of Delhi, autonomous bodies, corporations and local bodies are entrusted with duties/ responsibilities relating to the measures taken to prevent spread of COVID-19 and lockdown relating thereto, all over Delhi;

And whereas, it has come to notice that some officers/ officials of Government of NCT of Delhi have tested positive for COVID-19 while performing their duties and there may be possibilities of more officers/ officials getting infected;

And whereas, it is imperative on the part of the Government to ensure proper welfare and health facilities to its officers/ officials;

Now therefore, in exercise of the powers conferred under Section 22 of the Disaster Management Act, 2005, the undersigned, in his capacity as Chairperson, State Executive Committee, GNCT of Delhi, hereby appoints **Sh. Nikhil Kumar, CEO (Delhi Jal Board) as State Nodal Welfare Officer** to provide all necessary help / assistance (including welfare & proper medical treatment) to COVID-19 positive officers/ officials of Government of NCT of Delhi, Autonomous Bodies, Corporations and Local Bodies.

State Nodal Welfare Officer shall take all necessary actions including following on urgent basis:-

- a) To set up a Staff Welfare Cell for regular interaction with infected officers/officials as well as their family members to know the state of health and the problems if any every day and to take all efforts to resolve their problems as far as possible.
- b) To set up a dedicated 24x7 helpline number under Staff Welfare Cell and to circulate it widely to all officials/ officers through various means.
- c) To arrange psychological counselling, moral support and experience sharing with infected officers/ officials and their family members.
- d) To ensure that all contacts of COVID-19 positive cases are quarantined as per protocol.
- e) To ensure that the infected employee / family has access to supply of essential goods/ services/ medicines.
- f) To identify and earmark two dedicated hospitals in Delhi and one exclusive testing laboratory (which are covered under DGEHS) for testing and treatment/ hospitalization of COVID-19 infected/ suspected Delhi Government Officers/ Officials and their family members on cashless basis, and to circulate the list of such hospitals and laboratory to all HoDs of Departments/ Autonomous Bodies/ Corporation/ Local Bodies of GNCT of Delhi to sensitize their officers/officials in this regard.

- g) To maintain District-wise and Department wise details of all such Officers/ Officials (including follow up actions).

All District Magistrates are also directed to provide details of officers/officials found COVID-19 positive in their district on daily basis to State Nodal Welfare Officer, for further action as above.



(Vijay Dev)  
Chief Secretary, Delhi

To,

1. Sh. Nikhil Kumar, CEO, Delhi Jal Board.
2. All District Magistrates of Delhi.

**Copy for information to:**

1. Pr. Secretary to Hon'ble Lt. Governor, Delhi.
2. Addl. Secretary to Hon'ble Chief Minister, GNCTD
3. Secretary to Hon'ble Dy. Chief Minister, GNCTD.
4. Secretary to Hon'ble Health Minister, GNCTD
5. Secretary to Hon'ble Labour Minister, GNCTD
6. Secretary to Hon'ble Revenue Minister, GNCTD
7. Secretary to Hon'ble Social Welfare Minister, GNCTD
8. Secretary to Hon'ble F&S Minister, GNCTD
9. All Additional Chief Secretaries/Principal Secretaries/Secretaries/HODs of GNCTD.
10. Pr. Secretary (Health), GNCTD
11. Pr. Secretary (DIP), GNCTD for wide publicity.
12. All members of State Executive Committee, DDMA, GNCTD.
13. Chairman, New Delhi Municipal Council.
14. Commissioner (South DMC/East DMC/North DMC).
15. CEO, Delhi Cantonment Board.
16. System Analyst, O/o Divisional Commissioner, Delhi for uploading the order on the website – [ddma.delhigovt.nic.in](http://ddma.delhigovt.nic.in)
17. Guard file.