



# **SESSION 4**

## **COVID 19 PREVENTIVE MEASURES**

### **GUIDE FOR LOCAL SELF GOVERNMENTS**

**“Services for people needing special attention”**

**LOCAL SELF GOVERNMENT DEPARTMENT, GOVERNMENT OF KERALA**  
**KERALA INSTITUTE OF LOCAL ADMINISTRATION**

02/04/2020



---

## **Led by local self governments-**

### **Ensure**

Attention, care and awareness of the people who deserve special consideration and attention in society

### **Get ready**

For future actions...



**In the categories that require special consideration**

**why should special attention be given?**



**The risk of direct and indirect impact is greater**



**Such persons are more susceptible to different types of illness**



**They need support to cope**



## Which are the categories who need special attention ? What kind of help is needed?



Categories who need special care	Aid required
Geriatric , People in palliative care, People who need regular treatment, Care home inmates, cancer patients	<ul style="list-style-type: none"><li>• Medicines</li><li>• Food</li><li>• Counselling</li><li>• Caregiver Support</li><li>• Keeping an individual from getting sick</li></ul>
Children up to 6 years old	<ul style="list-style-type: none"><li>• Complementary nutrition</li><li>• Recreational facilities</li></ul>
Differently abled categories	<ul style="list-style-type: none"><li>• Medicines</li><li>• Food</li><li>• Counselling</li><li>• Recreational facilities</li><li>• Special awareness for parents</li><li>• Staying safe at home or in the neighbourhood with symptoms</li></ul>
Settlements of scheduled castes Tribal villages ,fisherman villages , laksham veedu colonies, other settlements , Slum dwellers	<ul style="list-style-type: none"><li>• Covid 19 related awareness activities</li><li>• Food distribution</li><li>• Medicines Settlement level cleaning work</li><li>• Health checks if necessary</li></ul>
Guest Workers	<ul style="list-style-type: none"><li>• Health check</li><li>• Awareness activities</li><li>• Food distribution</li><li>• Medicines</li><li>• Guaranteed accommodation</li><li>• Ensuring that existing facilities are not lost</li></ul>



People who have no shelter	<ul style="list-style-type: none"><li>• Medicines</li><li>• food</li><li>• Care</li></ul>
Families involving expatriates	<ul style="list-style-type: none"><li>• Health check</li><li>• If expatriates have arrived recently</li><li>• Securing Families to Prevent Contagion</li></ul>
Domestic workers, Cleaning workers	<ul style="list-style-type: none"><li>• Covid 19 related awareness activities</li><li>• food distribution</li><li>• Health check if necessary</li></ul>
People who are Living alone	<ul style="list-style-type: none"><li>• medicines</li><li>• Food</li><li>• Counselling</li><li>• Caregiver Support</li><li>• Immediate if someone showing symptoms</li></ul>
Daily wagers , Street vendors, lottery vendors, plantation workers	<ul style="list-style-type: none"><li>• Food</li><li>• Required medicines</li></ul>
Pregnant women	<ul style="list-style-type: none"><li>• Complementary nutrition</li><li>• Food distribution</li><li>• required medicines for pregnant women</li><li>• Counselling</li><li>• Relocate to a safe place if any symptom is found at home or in the neighbourhood</li><li>• Exclusion of proximity to persons from other countries or states</li></ul>



# Creating Awareness



**To whom ?  
For what ?**

For people with special needs



About prevention methods

Implementing team

To the public



To understand social and biological differences

For empathetic consideration



# Organization structure

## Local Governments Committee

**A “Help Desk” of officials and volunteers can be set up**

### **HELP DESK**

- ✓ Only for those who deserve special attention
- ✓ Work 24 hours
- ✓ Officials and volunteers
- ✓ Help desk service in homes of who need special attention
- ✓ Get prioritised help from concerned agencies

**Must be connected to the help desk**

- **Primary Health Centre**
- **Police**
- **Community kitchen**
- **I C D S**
- **Ambulance**
- **Ration distribution system**
- **Other services**



## Field Level System

Ward Wise Community Groups/Ward committees

### Ward Community Group

Under the leadership of  
Ward Member

Connecting Ward Community  
Group



Kudumbasree A.D.S

Neighbourhood  
Groups

Clubs

NGOs

Social Workers

Cluster Groups(20-40 houses)





# Data Collection



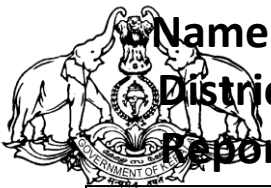
## Data Collection Formate

Ward Member:.....

### Details about the categories of Special Attention

Ward	SC/ST	Elderly	Palliative	MGN REGS Employees	Residence of Care Home	Kudumbasree Neighboring Group Members	Costly People	Slum People	Guest labourer	Children	Pregnant Ladies	Differentially Abled
1												
2												
3												
Total												

# Reporting Template for local Governance Institutions



Name of Local Governance Institute:.....

District:.....

Reporting Date:.....

5

## Details about the Special Attention needed Categories (Collect the Data's in daily wise)

Categories	No. of Peoples	Number of peoples who visited the homes and the information received	Number of treatment needed
Senior Citizens			
Palliative Care Patients			
Differentially Abled People			
Pregnant Ladies			
SC/ST Categories			
Fisherman People			
Slum people			
Residence of Care Home			
MGNREGS employees			
4/1/2020 Guest labourers			



# Activities

---



- Ward Wise Data Collection- Through Community Group( Primary Data)
- Secondary Data Collection- Anganwadies, Schools, Hospitals.....
- Codify the datas based on the G.O.number 55/2020lsgd dated 20.03.2020(see Template 2)
- Identify the beneficiaries and their needs
- Collect and report information on specific areas of concern(see Template 5)



# Activities

---

- Ensure service delivery to those with special needs
- Provision of government benefits
- Ensure compliance with preventive measures and relevant government Covid protocols
- Assessment of Ward's confirmed function at Panchayat level and immediate resolution
- Help desk needs to, as a matter of utmost priority contact relevant agencies and ensure help



# Monitoring

---

- Ward Wise Monitoring- Ward Wise Committees
- Reports shall be submitted to the respective Standing Committees
- After analysis Standing Committee should submit it to the Panchayat Committee
- Assess the work of the Help Desk and the Ward Committee at the Panchayat level and ensure resolution at the earliest



## Remember

*You must ensure that a well-organized team is formed which will be able to meet the demands of persons needing special attention*



0487-2455000

0487-2204097



[helpdesk@kila.ac.in](mailto:helpdesk@kila.ac.in)



**KERALA INSTITUTE OF LOCAL ADMINISTRATION**

**Website : [www.kila.ac.in](http://www.kila.ac.in), Email : [info@kila.ac.in](mailto:info@kila.ac.in)**