

GOVERNMENT OF MEGHALAYA
HEALTH & FAMILY WELFARE DEPARTMENT

No. Health.141/2019/16

Dated Shillong the 26th June, 2020.

ORDER

In view of the gradual easing of the lockdown that was imposed to tackle the COVID-19 situation in the State and the need to resume Aadhaar enrolment in the State, the following health protocol for Aadhaar enrolment is issued for necessary information and compliance of all concerned.

PROTOCOL FOR AADHAAR ENROLMENT CENTRES

1. All Aadhaar Kendra premises would be cleaned thoroughly before and after business hours. All devices shall be sanitized after every use. The frequently touched areas like the door knobs and handles, chair handles, etc. should be cleaned after every 2 hours. The Aadhaar enrolment should be done in a well ventilated and spacious room.
2. Applicants to be checked with Thermal Scanners for symptoms of fever. Those with cough, fever, breathing difficulties etc., should be advised to keep away from the Enrolment Centre.
3. Applicants visiting Aadhaar Kendra should follow personal hygiene directives strictly.
 - Applicants should wear face mask/cover at the centre all the time. Applicants shall remove the mask briefly only at the time of capturing of facial image.
 - Wash hands with soap and water for 20 seconds
 - If hands are visibly dirty they should be asked to wash hands with soap and water.
 - Hand sanitizer is to be used, before and after biometric measurements.
4. A bottle of hand sanitizer shall be kept near the equipment to be used before touching the biometric device.
5. All operators and other staff at the Aadhaar Kendra shall follow all personal hygiene directions issued by authorities such as frequent washing of hands using soap/using sanitizer etc.
 - Staffs shall wear face mask/ cover and gloves at the centre all the time and shall avoid touching their nose/eyes/mouth while working.
 - Wash hands often with soap and water for 20 seconds.
 - Always wash immediately after removing gloves
6. **The operator shall clean the biometric devices after every enrolment/update by using a lint-free cloth with rubbing alcohol (70% isopropyl alcohol, 30% water)**
 - Wear latex gloves while disinfecting

