



# Indian Medical Association

## Kerala State Branch

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# COVID 19 PROTOCOL

## To be followed in the

# Police Academy

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*Compiled by*

**IMA Thrissur Branch**

*in Association with*

**Kerala Police Academy, Thrissur**



# **COVID 19 PROTOCOL**

## **Covid 19 Protocol to be followed in Police Mess:**

1. There must be one single line to enter the mess by maintaining a social distance of 2 meters between persons.
2. The utensils should not be exchanged among each other at any cost.
3. There must be adequate hand wash facility for at least one minute before entering the mess.
4. There should not be any buffet system in the mess. The serving personnel must wear gloves, mask and other safety measures.
5. It is necessary to check the health conditions and temperature of cooks and their associates every day before entering the mess.
6. Mess Management Committee must make separate arrangement to serve food for police personnel who have symptoms of fever or any other illness.
7. It is necessary to mark the chairs around dining table by maintaining the social distance of two meters between chairs. Also suggest them to have food outside of dining hall to upkeep this distance.
8. It is essential to include foods containing vitamin-C, A and also increase the quantity of fruits in their diet.
9. Social distance to be meticulously maintained during and after the food serving and also while cleaning vessels.

10. Authority to calculate the size of Dining Hall, number of police personnel at one time and provide at least 20 minutes to each batch. Serve the food as per that calculation to maintain the social distance.
11. Strictly restrict the entry of outside people in mess meant for recruits. Outside people should not be given food and do not let them to serve food.
12. Make sure that the dining hall, dining table & chairs, washing area, water tap, etc. are thoroughly cleaned by using 1% Hypochlorite liquid every time before and after the mess timing.
13. Mess Committee members, when they come back after purchasing the items for mess should not directly enter the mess / store without taking a bath.
14. It is advised to clean the utensils in boiled water. The habit of bringing own utensils and engaging in self washing should not be encouraged.

**Covid 19 Protocol to be followed by Police Trainees:**

1. Trainees are advised to take bath thrice in a day using toilet soap to clean their body.
2. Make sure that the Trainees and Trainers should not sneeze / spit in the ground during the training session.
3. Make sure that enough numbers of sanitizers are available in Barrack for use and the personnel are to keep a small bottle of sanitizer and hand kerchief in their custody.
4. Cloth mask are to be changed in every six hours and the same to be immersed in soap water, rinse and dry it thoroughly before the next use.

5. The daily wearing clothes are to be soaked in soap water for at least 20 minutes, wash it thoroughly and iron it after drying under sun.
6. Nobody should be allowed to enter the canteen / mess premises and also do not let them to loiter around. Any requirement from canteen / mess are to be attached through mess incharge only.
7. In case of any illness, consult the camp doctor immediately.

### **Covid 19 Protocol for Trainees inside the Barracks**

1. Before entry into Barrack, shoes & chappals are to be cleaned / rubbed on the floor carpet, which is immersed in bleaching liquid before hand.
2. Hands to be sanitized before the entry into Barracks.
3. Kept open the windows of Barrack.
4. If anyone wants to pick up any item or material from outside, use sanitizer before & after.
5. While dining it is advised to use the table by a single person at a time. Utensils are to be washed in soap water.
6. Follow the social distance in everything.
7. Make sure that the toilets are sanitized with 1% Hypochlorite liquid before and after the use.
8. Knobs and handles of doors fitted in bath room & lavatory to be sanitized as per the instructions.
9. There must be a bucket full of bleaching liquid before every toilet and after the use of toilet, one mug full of

bleaching liquid to be poured inside the lavatory and use only the ear marked toilet by the personnel.

10. It is a collective responsibility of every one to maintain cleanliness in toilet / bath room / wash basin and also in Barrack.

### **Covid 19 Protocol to be followed by the Trainers:**

1. Hands to be sanitised before entering the parade ground and after leaving the ground.
2. It is essential to wear mask in parade ground and keep a sanitizer in pocket. Hand kerchief to be washed every day and keep in pocket for use.
3. Never keep close contact with trainees. Always keep 2 metre distance between trainees and trainer.
4. Arms / lathis etc. to be cleaned by sanitizer before and after its use along with hands.
5. Trainers are to become Role model for Trainees in following Covid 19 Protocol.

### **Covid 19 Protocol for Barbers:**

1. Barbers coming to Police Training Academy are to bring enough clothes with them.
2. Both the Barbers and personnel reaching for cutting hair, are to wear mask strictly.
3. After each hair dress, the tools used are to be sanitized thoroughly before the next hair dress.

4. Combs, blade, scissors and other tools by the Barber are to be sanitized well.
5. It is must for Barbers to use mask, gloves and face shield.
6. After the job, Barbers are to clean their hand first. There after their clothes by using soap water and also their other body part by using soap water.
7. Only people coming for hair dress are to be permitted inside the barber shed and others should not be allowed inside.
8. Only one person should be allowed to be inside the Barber shed / room at a time.
9. People without mask and sanitizer are not to be permitted inside the barber shed / room.
10. Keep Vigilant in all the matters.
11. Barbers are to clip the nails of their hands & feet.
12. Barber should not keep close contact with Trainees and maintain social distance always.

**Covid 19 Protocol for Camp followers:**

1. Keep the hands clean and also the utensils by using soap & water.
2. Use bleaching liquid to clean inside and outside of the mess / canteen.
3. Apart from mess and its surroundings the toilet, bathroom and wash basin / sink are to be cleaned twice in a day using soap water.

4. Take active role in fumigating the building and surroundings twice in a week.

**Covid 19 Protocol for conducting Yoga classes:**

1. Hands to be sanitized before and after Yoga class.
2. Maintain a social distance of at least six feet.
3. Compulsorily wear mask in the class except Pranayama session.
4. Avoid unwanted communications in Yoga Class.
5. Practice Yoga only in allotted place. Do not change the place frequently.
6. After the Yoga session, wash the mat / cloth / sheet used for the class on every day basis.
7. Drink enough water.
8. Do not touch own face, body and also touch others unnecessarily.
9. Never share ones cloth / durry / towel / sheet etc. with other persons.

**Covid 19 Protocol during the Arms Drill:**

1. Keep 2 meters social distance while going and coming of barrack to bell of Arms/ Armoury.
2. Every armed force personnel are to wear mask, gloves (upto hand knee) and keep sanitizer and hand kerchief.
3. Never ever share the used Durry / Sheet etc. with other persons.
4. Avoid rush and crowd inside the bell of arms and keep only five persons at a time inside the armoury.



5. Never exchange the arms and its parts with others.
6. When returning the arms, make sure that each person is placing back the arms at their ear marked area.
7. It is necessary to draw and place the arms and ammunition as per their allotted slot.
8. Keep groups of maximum fifteen people in a batch for giving arms drill.
9. Each group should have 2 Havildars as instructors.
10. Each group members are to be in two line formation and maintain a social distancing of 2 meters between each Trainee.
11. Individual is to clean their arms alone and not to be permitted to seek the assistance of other members.
12. Stores like Oil, Flanlet, Pull Through are to be brought by each member and do not let them to share with other group members.
13. Instructors should use separate arms and not to let others to touch those arms.
14. After the completion of training of a group, the arms and parts can be handed over to in coming group only after cleaning thoroughly by sanitizer etc.
15. During the interval of arms training Trainees are to sanitize their hand.
16. As per the availability of arms and ammunition, each group can complete their firing test by group by group.
17. Arms and ammunition used by one group should not be used by other group without thoroughly sanitizing it.

18. The personnel detailed for firing buttil fatigue duty are never to be detailed for other duties.
19. Maintain the social distance between Firer and helper.
20. Detail separate people for distribution of ammunition and collection of fired cases. They should not be changed from starting to end of firing training.
21. Sanitise hands before taking the arms and after placing back the arms.
22. Platoon Commander should ensure that Covid 19 protocol is maintained in each level.

### **Covid 19 Protocol for Trainees while cycling:**

1. Cycles are to be sanitized before issuing the same from the company. Also before cycling and handing over the cycle to next person, ensure, handle grip, seat, grip saddle, etc. are sanitized before and after the use of cycling.
2. It is better to give a cycle for the complete day to a single person, and only he has to use that cycle for the day. During this time avoid the presence of Supporter / Co-Rider. Maintain social distance while in queue for taking cycling.
3. Maintain 5 meter distance during cycling.
4. After the completion of cycling for the day, the person used the cycle is to clean the cycle well and use 1% Hypochlorite for sanitisation before handing over the same to company.
5. Give charge to an instructor to monitor above conditions during cycling.

6. Before and after the cycling, cycle to be sanitised completely.

**Covid 19 Protocol while giving Driving Training:**

1. It is advised to have one hour training for a batch of 20 trainees in LMV & Motor Cycle.
2. Can use 2 jeeps for ground training and 4 jeeps for road training.
3. Vehicle to be sanitized before and after training.
4. Use vehicles for a day and keep it idle for next two days before the next training session.
5. Similarly for training of '8', should use 2 motor cycles and 2 motor cycles for road training.
6. Prevent the people with fever, cough, cold and breathing troubles from getting driving testing.
7. The trainees come for driving training are to use mask, gloves and to keep a sanitizer and use it as and when needed.
8. Install a wash basin with running water in the ground.
9. Facility for thermal scanner is to be arranged for people coming for training.
10. Trainees coming for training should maintain the social distance.
11. There must not be more than four people in the Jeep including the instructor.

12. A record book to be kept for writing the details of personnel arriving at the ground.
13. Follow the lawful instructions by the superiors every time.

**Suggestions for conducting**  
**Parade, Drill, Route March by following**  
**Covid 19 Protocol:**

1. Maintain social distance of 2 meters during fall in and during outdoor activities.
2. Can do all parade movement by keeping the social distance. There must be a distance of 2 meters between Ranks and also between each member.
3. Instructors and recruits are to wear mask and keep sanitizers with them.
4. Parade can be conducted by keeping sections comprising 15 people each.
5. Each sections should have 2 Havildars.
6. During interval, hands and weapons are to be sanitized.
7. Social distance to be kept in mind while laying out weapons, boots and bag.
8. Company Commander should ensure that hand wash, water, soap, etc. are available in ground during practice.
9. In order to follow the Covid 19 protocol, Police Academy Hospital should have the service of doctors and paramedical staff.

10. Also make sure that the availability of mentors / counsellors to remove the doubts and anxiety of Covid 19 from the trainees mind.
11. Pharmacy of Police Training Academy Hospital should have enough quantity of medicines and equipments and also first-aid kit.
12. Provide ambulance / light vehicle in each ground.
13. Passing out Parade / Oath taking ceremony can be conducted by following Covid 19 protocol.
14. People with diseases like fever, cough, cold, breathing troubles, throat pain etc. should not be allowed to come in parade ground.

### **Route March:**

1. Members & instructors attending the Route March should have their bag, water bottle, sanitizer, food, etc. along with them.
2. All are to wear mask including Instructors.
3. When weapons are drawn and deposit, they are to be cleaned and sanitized.
4. Do not exchange the weapons and related items among members.
5. There should be a single file with 2 meter distance between people while in Route March.
6. Rest place of Route March to be arranged well before by following social distance.
7. Before leaving the rest place, ensure that the area is sanitized properly.

8. Engage more number of Havildars in Route March for monitoring the activities.

### **Obstacle Training:**

It is suggested, not to conduct the obstacle training, since the materials are used again and again by many personnel and it is difficult to follow the Covid 19 Protocol, thereby avoid obstacle training for time being.

### **Lathi Drill:**

1. It can be either single or double line for Lathi Drill.
2. Maintain social distance of 2 meters keep sections with 15 people and 2 Havildars for each section.
3. All including Instructors to wear mask and keep sanitizer with everyone.
4. The materials already used like lathi, shield, helmet, body protector are to be sanitized and kept idle for 2 days. The other group can use this only after 2 days idle time.
5. All techniques of lathi drill, except tactics and mob operation can be practised by maintaining the social distance

### **Covid 19 Protocol to be followed while on**

#### **Physical Training:**

1. Trainees in ground to be maintained 3 meters of social distance always and every time.
2. Each trainees is to bring his own sanitizer, drinking water, towel, etc. and they should not exchange or extend these to anyone.

3. Trainees are to be divided into section containing 8 trainees each. Each section should have two instructors for providing physical training.
4. Warming up, stretching exercise etc. to be practised by maintaining social distance.
5. While doing the exercise and training as per the existing syllabus (RTC) there is a chance of touching the body of trainees each other. So the following exercises are to be avoided from the syllabus.

RTC-1 : Lateral, Dorsal, Heaving, Rope Climbing, Lifting and Carrying, Pulling and Pushing, Competitive games.

RTC-2 : Lateral, Dorsal, Heaving, Rope Climbing, Lifting and Carrying, Pulling and Pushing, Competitive games.

RTC-3 : Heaving, Rope Climbing, Lifting and Carrying, Pulling and Pushing, Competitive games.

RTC-4 : Dorsal, Heaving, Rope Climbing, Lifting and Carrying, Pulling and Pushing, Competitive games.

RTC-5 : Dorsal, Sit Up, Heaving, Rope Climbing, Lifting and Carrying, Pulling and Pushing, Competitive games.

RTC-6 : Lateral, Dorsal, Sit Up, Heaving, Rope Climbing, Lifting and Carrying, Pulling and Pushing, Competitive games.

RTC 1-6 can be practised by maintaining the social distance. After each climb it is enough to spray 100% alcohol.

- There can be individual exercises in places of the exempted exercises like Lateral, Dorsal and Sit Up)
6. Apparatus Training (Medicine Ball, Log, Stick, etc.) to be avoided fully as these will be touched by many people.
  7. The cooling down exercise could be performed by keeping 3 meter distance.
  8. Instructors in ground also strictly follow these points.
  9. As part of the training, trainees may bring bag and other materials in ground for layout, which also needed to be a 3 meter distance.
  10. Trainees to come and go in single file march by keeping 3 meter distance while to and from the ground.
  11. There must be social distance in Ranks and file, wherever trainees are fall in ground for training.
  12. Physical training to be conducted in open space only.
  13. As it is informed by Dr. Joy Manjila, IMA Thrissur that wearing mask while doing physical training may cause deficiency of oxygen to body so mask to be avoided while in physical training.

### **Covid 19 Protocol to be followed while**

#### **Swimming Training:**

Based on the current situation, training on swimming is not permitted by MHA so such training should not be conducted.

#### **Covid 19 Protocol to be followed during UAC Training:**

UAC is the practical training given to police trainees to defend / surrender / escape from an armed or unarmed person. This is practically a training between two persons.



This cannot be taught without touching each other. But it can be taught to each trainees by using hand and leg or defending and attacking in place of UAC.

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