



**Goa Institute of Public Administration and  
Rural Development**

**Local Self Bodies and their role  
in the management of COVID - 19 Pandemic**



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## Introduction:

The objective of preparing this pamphlet is to make the Local Bodies aware of the challenges before them due to the COVID -19. By using the contents they may be able to manage the pandemic situation within their areas and help people in distress.

The present pandemic has put pressures on resources and institutions of the Government and the health machinery. Lives are precious and the Local Bodies are one unit which being the closest at the grassroot can help protect people from the larger dangers of the pandemic.



## Challenges posed by the COVID - 19 pandemic:

The entire country has been faced with diverse challenges and Goa is no exception to it. The Municipal bodies and Panchayats have to counter these challenges. Due to the COVID - 19, health has been a major concern. Due care has to be given to hygiene and related protocols so that every individual is protected from this disease as well as from other illnesses. The Local Bodies have to ensure that every person, each ward and the village / town /city as a whole are safe and take due precautions to remain healthy.

## Role of the Local Bodies:

### A. Information sharing / dissemination on precautions:

Every attempt should be made to share all information among the people. Different types of media can be used to spread the information. The information which may be shared includes,

- i) *Basic health related information:*
  - a) Encourage people to stay indoors.
  - b) Encourage people to use masks, sanitizers and avoid going in public places.
  - c) Maintain social distance atleast of 2 metres.
  - d) Encourage to reduce greetings through physical contact
  - e) Avoid unnecessary crowding and refrain from partying and social events
  - f) Encourage them to undertake respiratory hygiene and exercises.
  - g) Regulate the vaccination drives to ensure smooth facilitation



### B. Maintenance of hygiene and cleanliness:



1. Periodic fumigation, disinfecting of public places such as schools, anganwadi, PDS centers, Municipal / Panchayat office, health centers, bus stops, market places, etc.
2. Ensure that public toilets have water supply.
3. Ensure periodic collection of waste and encourage segregation at source.
4. Devise protocols for hygiene, cleanliness, entry, social distancing, etc in all public places.
5. Conduct sanitation and cleanliness drives.
6. Attitude and behavioral change among people is important, Hence plan for dissemination of information on hygiene practices, dos and don'ts related to COVID -19, social distancing, etc.
7. Devise a system to impose fines on those who violate social distancing and personal




hygiene in public places.


8. Prepare for the monsoons and illnesses which can come up such as vector borne diseases, etc.
9. Comply with the guidelines issued by the Government from time to time.


### C. Ensure health and safety of all:

1. Create a database of people who were tested positive for COVID -19.
2. Monitor quarantine of families and home isolation cases. 
3. Monitor events and programmes arranged by the villagers and other groups.
4. Arrange periodic health check ups for the senior citizens.
5. Ensure that thermal guns are kept at Municipal / Panchayat Office premises and visitors are checked. 
6. Create a high voltage awareness drive on COVID - 19 with factual data.
7. Devise a plan /mechanism to handle suspected cases of the disease particularly those are travelling from outside the state.
8. Mobile apps can be developed with the help of neighbouring Colleges which can be used by people to seek details of various services, etc.
9. Plan educative programmes related to health care.


### D. Attention to the needy and senior citizens:

1. Prepare a list of the families / Senior citizens in each ward. The youth can be involved in preparing a data base, if not available with the Local Bodies.
2. Arrange to reach those who are home isolated / quarantine. 

3. Ensure the regular health services such as vaccination, etc are provided as required. 

4. Create a database of educated unemployed ward wise, who can be trained in para medical services such as first aid, checking BP, sugar level, injections, etc; whose services can be availed by those suffering from diabetes, minor injuries, hypertension, etc. 

5. Check on them frequently, preferably by phone, given the risk of transmission.

6. Plan for providing them with groceries, supplies and medicines for them. 

7. Make sure they have at least a month's stock of all their regular medicines in case they need to stay home.
8. Help them connect with doctors, neighbours, friends and family if needed.
9. Remind them to wash their hands frequently, keep objects and surfaces clean, and avoid physical contact with those who are sick.
10. Make a plan in case they fall ill and decide how transportation will be arranged to seek health care.
11. Encourage them to maintain a healthy lifestyle: eat nutritious foods, get enough sleep, don't smoke, stay active and limit alcohol use.



12. Be kind and show empathy. Talk and listen to them. Help them cope with stress.

#### E. Monitor activities / movement and people:

1. Ensure that orders issued by the Government are adhered to and those establishments which have been directed for closure do not open their establishments.

2. Monitor COVID positive patients who are under home isolation and in home quarantine. Provide them help with regard to medicines, food, other provisions, etc. Ensure through proper surveillance and vigilance that such persons do not move out of their home.



3. Provide information to those in home isolation and home quarantine.
4. Encourage people in home isolation and in home quarantine to follow the Standard Operating Procedures issued by the Directorate of Health Services.
5. Encourage them to take their medicines as prescribed.

6. Make a movement plan in case a person in home isolation



- requires immediate medical attention.
7. Monitor places of work, so that social distancing is followed, masks are used and personal hygiene is followed.
  8. Maintain a list of important locations which could be possible areas for gathering or hot spots for the virus transmission.
  9. Prepare a checklist for monitoring the different activities and places.

#### F. Counselling services:

1. Due to the pandemic, people may need



psychological support, hence the Local Bodies can arrange for tele counselling services, with the help of Counsellors available in the area.



2. Helpline numbers should be dedicated and circulated to the people.

#### G. Activate committees at the Municipal and Village level:

The Committees at the Municipal and Panchayat level should be activated to ensure the effective management of the COVID 19 pandemic. These Committees can provide the following assistance.

1. Help to identify the people/person who have had travel history and report to the helpline no / PHC / CHC / hospital.
2. Identify the senior citizens living in the Municipal / Village areas so that they can be attended to, during the distribution of services / ration / vaccination, etc
3. Identify distribution points ward wise for distribution of essential services / ration, etc, whenever required.
4. Monitor the curfew / containment zones and orders so issued, and report any non-compliance to the authorities concerned.
5. Identify the needy so that they can be provided help.
6. Form vigilant groups to monitor people visiting the wards, social distancing norms are followed by the shops, vendors, those violating home isolation, etc. Vigilant rounds, tours can be made to these



places.

7. Prepare a ward wise disaster management plan if possible, which can be useful in handling any unwanted situation.