



**CHANDIGARH  
HOUSING BOARD**

A CHANDIGARH ADMINISTRATION UNDERTAKING

**8, Jan Marg, Sector 9-D, Chandigarh  
0172-4601612-4601602**

No. CEO-CHB/2021/PA/94

Dated:10.05.2021

To,  
Ms Tanu Mehtani,  
Chair,  
Rotary Satellite Club of Chandigarh,  
RVTC,  
#107-A, Sector 18-A,  
Phone-09888729484

**Subject: Permission for Mini COVID Care Isolation Centre in UT Chandigarh**

Please refer to your letter with a proposal to set-up and operate a Mini COVID Care Centre at Community Centre, Sector 47, Chandigarh. The Chandigarh Administration greatly appreciates your noble gesture of coming forward and contributing toward the management of this pandemic situation. The partnership of good Samaritans from civil society like yourself with the Administration is the need of the hour. The brief outlines about functioning of the Mini COVID Care Centre are as follows, which may be suitably amended, from time to time:

- 1. Concept:**The Chandigarh Administration has given a clarion call for setting up Mini COVID Centers in the City voluntarily by the interested organization/associations. Any Individual, Association, Voluntary Organization, NGO, Religious Organization, Corporate, Firm or Trust may come forward for setting up a Mini COVID Care Centre for asymptomatic COVID positive patients. Stay, food, medicines and every other facility in the Mini COVID Care Centre will be free. To be more precise, nothing will be charged from the patients.

Preferably the patients of nearby areas may be catered to. Patients may be discharged after 10 days (from the date of positive test report) with an undertaking to remain in home isolation for further 07 days. In case their health deteriorates in the Mini COVID Care Centre, they can be shifted to the appropriate hospital subject to availability of beds.

**2. Basic Requirements to be arranged by your organization:**

- i. Cots, mattresses and clean linen like pillows and bed-sheets etc
- ii. Provision of drinking water and healthy & nutritious simple food (may be packed food from outside)
- iii. About 80% beds should be Oxygenated and own arrangements for oxygen either through cylinders or through oxygen concentrators.
- iv. Doctor and Nursing Staff/Patient Care Attendants. Services of retired Doctors and Nurses may also be obtained. The Nursing Staff/Patient Care Attendants are required round the clock while doctors may be required for about three-four hours and then may be available on call
- v. Arrangements and round the clock availability of standard medicines which are required for COVID related issues, PPE Kits, Gloves, Mask & sanitizer and first-aid kits etc.
- vi. Security Guards and Cleaning Staff
- vii. Responsible and qualified person to be designated as Manager to run the Care Center

 10/05/2021

- viii. Required number of fire-extinguishers
- ix. Adequate number of dust bins

### **3. Support by the Administration**

- i. Permission to set-up and operate the Mini-COVID Care Isolation Centre
- ii. Regulation of admission of patients to the Mini-COVID Care Isolation Centre
- iii. Periodic visit by Doctors for guidance
- iv. Arrangements of ambulance to shift the patients to appropriate hospital, in case their condition deteriorates (subject to availability of beds).
- v. Daily collection of garbage

You are hereby permitted to set-up the proposed Mini COVID Care Centre at the suggested place, initially for a period of one month. Shri Sorabh Kumar Arora, PCS, Joint Commissioner, Municipal Corporation Chandigarh is assisting the undersigned and you may contact him in case of any need during the operation of the Mini COVID care Centre.

It may be ensured that the place is not used for any other purposes and its possession is handed over back to the same authority/organisation, in good condition, immediately after the prescribed period. For taking over the premises, you may contact the concerned authority/organisation with an undertaking in the enclosed format.

  
(Yashpal Garg, IAS)

CEO, Chandigarh Housing Board  
**Nodal Officer for Mini COVID Care Centre**  
**UT Chandigarh**

Copy to:

1. Commissioner, Municipal Corporation, Chandigarh with the request to immediately handover place in the Community Centre, Sector 47, Chandigarh to set-up the Mini COVID Care Isolation Centre after taking an undertaking in enclosed format.
2. Shri Sorabh Kumar Arora, PCS, Joint Commissioner, Municipal Corporation Chandigarh
3. Dy. Commissioner, Chandigarh
4. Sr. Superintendent of Police, Chandigarh
5. PS to Adviser to Administrator for kind information of the Worthy Adviser
6. PS to Principal Secretary (Health) for kind information of the worthy Pr. Secretary (Health), Chandigarh Administration

**Permission to set up Mini-COVID Care Centre in UT, Chandigarh**

**UNDERTAKING**

I/We \_\_\_\_\_ S/O, D/O, W/O \_\_\_\_\_ resident of \_\_\_\_\_ solemnly declare that all particulars mentioned in the application/request are true and correct.

- 2. That I have gone through the Terms & Conditions mentioned in your letter No. \_\_\_\_\_ dated \_\_\_\_\_ and abide by the same.
- 3. That I/We shall use the premises exclusively for the purposes mentioned in the above said letter and shall not violate any of the Terms & Conditions contained in the said letter.
- 4. That I/We shall not make any addition or alteration in the premises.
- 5. That I/We shall pay for damages, if any, caused to the property of Chandigarh Administration.
- 6. That I/We shall vacate/hand over peaceful vacant possession of the premises within one week (5 working days) of receiving the vacation order from the Competent Authority.

Place:

Date:

(Signature)