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# MEMO ON THE MEASURES TAKEN BY REGULATORY AUTHORITIES, THE FEDERAL GOVERNMENT AND PROVINCIAL GOVERNMENTS IN LIGHT OF COVID – 19

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# STATE BANK OF PAKISTAN

## BPRD Circular Letter No. 08 of 2020

Dated 23.03.20

The State Bank of Pakistan (“**SBP**”) provided clarification to banks, DFIs and MFBs in order to ensure the provision of essential banking services for the duration of time that normal banking services are affected by the Novel Coronavirus (“**COVID – 19**”). The following suggestions were made:

1. **Banks to Remain Open with Minimum Staff** – Effective from 24.03.2020 and until further direction by the SBP, all bank branches/work places to remain open from Monday to Friday between 10:00 am and 4:30 pm with the bare minimum of staff on site.
2. **Temporary Closure or Relocation** – In case any case of COVID – 19 is found at any bank branch or work place, the same may be temporarily closed or relocated as directed by the SBP.
3. **Uninterrupted Facilities to Customers** – All banks must ensure the availability of ATM services as well as other digital and alternate delivery channels.
4. **Ensure Cyber Security** – Banks must ensure that all risks associated with the aforementioned channels are limited.
5. **Availability of Call Centres/ RTGs** – All banks must ensure that all Real Time Gross Settlement Systems (“**RTGs**”) and call centres remain functional.
6. **Trade Hubs to Remain Functional with Minimum Staff** – The trade hubs of all banks in all major cities are to remain functional with the bare minimum of staff on site.
7. **On-site Staff to Carry Identification** –
  - i. Critical staff must have their original CNIC & Service cards on their person at all times.
  - ii. In case neither is available, a letter certifying their employment with the bank may be issued by the bank.
  - iii. The same applies for critical staff of companies that provide cash collection and delivery services.
8. **Guidelines to be Implemented** – All guidelines issued by the World Health Organization (“**WHO**”), the Government of Pakistan and the Provincial Governments are to be implemented strictly.

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## EPD Circular Letter No. 07

Dated 20.03.20

In light of the change in circumstances due to COVID-19, the following provisions of the Foreign Exchange Manual have been amended as follows:

### 1. **Paragraph 6(ii), Chapter 12 - Method and Period of Payment**

- Authorized Dealers (“ADs”) may allow extension in the realization period if they are satisfied with the explanation given for delay in realization.
- Such extension does not extend the period beyond six months from the date of shipment.
- Exceptionally, ADs may allow extension in realization of export proceeds to exporters up to 90 days beyond the expiry of six months from the date of shipment, provided the expiry of six months falls between January 1, 2020 to June 30, 2020 (both dates inclusive).
- The extension shall be provided by the ADs subject to submission of satisfactory explanation by the exporter along with supporting evidence showing delay in realization of export proceeds due to COVID-19.
- ADs not required to submit revised reporting of overdue cases for the month of January and February 2020.

### 2. **Paragraphs 30 (i)(b), 30(i)(c) & 30(ii), Chapter 13 - Advance Remittances**

- In case of advance payment against imports, ADs are required to obtain an undertaking from the importers (V-31).
- Where related shipping documents are not submitted to AD within four months from the date of advance payment, the AD will recover a penalty at the rate of one percent (1%) per month or part thereof on the amount of advance payment from the date of remittance till date of submission of shipping documents.
- Where the due date falls between January 01, 2020 to June 30, 2020 (both days inclusive), ADs may extend the time period for import of goods and submission of shipping documents up to 90 days from the due date of import of goods, under general or special permission.
- This extension is only available where the importer can show that the delay in import of goods was due to COVID-19.

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### 3. **FE Circular No. 8 dated August 15, 2017**

From March, 2020, onwards, the requirement of physical submission of the following documents to SBP - Banking Services Corporation (SBP- BSC) is no longer necessary:

- Original Export Advance Payment Voucher (APV) along with copy of Schedule A-2/O-2.
- Triplicate Copy(s) of E-Form(s) / EFEs certified against export APVs along with copy(s) of related APV(s) showing progressive unutilized balance and invoice.
- Manual E-Forms along with supporting documents.

Moreover, ADs shall maintain complete record/documents of monthly foreign exchange returns as per existing procedure and shall present the same to SBP/SBP-BSC for onsite inspection and offsite monitoring, as and when required.

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## EPD Circular Letter No. 08

Dated 20.03.20

The SBP has developed the Regulatory Approval System (“**RAS**”) which provides an online platform to ADs to interact with the regulator for submission of cases. The following changes with respect to the same have been made:

1. **No Manual Submission** – From 24.03.2020, the mode of manual submission of cases by ADs, in case of the Foreign Exchange Operations Department (“**FEOD**”) and the SBP Banking Services Corporation (“**SBP-BSC**”), has been abolished.
2. **Exchange Policy Department (“EPD”) Automated** –
  - i. From 24.03.20m Ads shall submit all cases pertaining to functions of EPD through RAS in addition to the manual submission of cases through surface mail until further instructions.
  - ii. ADs must mark the case number generated by the RAS on the cover letter while submitting the case through surface mail to the EPD.
3. **Portal** – The ADs can submit cases in relation with the EPD and FEOD online through the following link: < <https://portal.sbp.org.pk/km> >.
4. **Service Desk** – ADs may lodge complaints in relation to business and technical aspect of RAS for EPD and FEOD through the following link: < <https://support.sbp.org.pk/> >.
5. **EPD and FEOD Case Submission** – ADs must abide by the following directions with respect to case submissions relating to EPD and FEOD:
  - i. ADs must forward all cases on prescribed forms along with their covering letter and specific recommendations.
  - ii. The cover letter must be signed by two authorized officers of an AD, one of them must be the respective Departmental/Business/Group Head.
  - iii. The cases shall be supported by required documents, which are attested by the authorized officials of the AD.
  - iv. The AD shall affix his/her rubber stamp and signature on the documents.
  - v. ADs must carry out necessary due diligence.
  - vi. AD must satisfy themselves about the bonafides of the applicants, beneficiary and other related parties as required under relevant Anti Money Laundering, Combating Financing of Terrorism and Foreign Exchange laws, rules and regulations.
  - vii. ADs must submit the cases after detailed scrutiny of the underlying transaction(s), allied document(s), and ensure their correctness and genuineness.

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- viii. ADs must provide a brief on the underlying request concluding with specific recommendation on their cover letter while forwarding the cases.
- ix. ADs must immediately communicate the decision received through RAS to its customers and shall solely be responsible for any financial or legal consequences arising out of delayed communication of decision to the customer.
- x. ADs shall submit all time sensitive cases such as Government Subsidy Schemes etc. instantly to avoid system congestion and they shall solely be responsible for any financial or legal consequences arising out of delayed submission of cases.
- xi. ADs must present the same to SBP's/ SBP-BSC's on-site inspection and offsite monitoring teams, as and when required.

### 6. **Consequences of Non-compliance –**

- i. Cases submitted with incomplete documents or without following the procedure described in User Manual will not be accepted and will be returned to the respective AD.
- ii. ADs shall solely be responsible for any financial or legal consequences due to delay in this regard.

# STATE BANK OF PAKISTAN

## ERD/M&PRD/PR/01/2020-27

Dated 20.03.20

Due to the COVID-19 pandemic Pakistan's exporters are facing declining demand in overseas markets and problems in executing existing orders. To support exporters in these circumstances and facilitate exports, the SBP has announced the following measures (with an understanding that other measure may be introduced as the situation evolves):

1. **Relaxation in Matching Amount** – Performance requirement reduced to one-and-a-half times (x1.5) that will be effective for the current year as well as for FY21.
2. **Extension in Time Period to Meet Performance Requirements** – An extension of six (6) months is granted to exporters required to show performance under the EFS schemes. The same must now be done by the end of December, 2020, not June.
3. **Extension in Time Period to Ship Goods** – Exporters availing the subsidized credit schemes are now required to ship their goods within twelve (12) months of availing credit under EFS, instead of six (6) months.
4. **Relaxation in Conditions for Long Term Financing Facility (“LTFF”)** –
  - i. All exporters borrowing under the LTFF during the period of January 01, 2020 to September 30, 2020 required to have exports worth forty percent (40%) or USD four (4) million of the total sales to become eligible.
  - ii. To avail LTFF for new or BMR projects, the requirement of annual projected exports performance now stands at five (5) years.
5. **Other Relaxations** –
  - i. Banks to enhance the time period for realization of export proceeds to two-hundred-and-seventy (270) days on a case-by-case basis where the delay is related to COVID-19.
  - ii. The time period for import of goods into Pakistan against advance payment extended to two-hundred-and-ten (210) days.

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## ERD/M&PRD/PR/01/2020-29

Dated 23.03.20

After consultations with the banks, the following decisions have been made by SBP in order to ensure the uninterrupted supply of banking services to clients in the wake of lockdowns and closure of cities by Federal and Provincial Governments due to COVID-19 pandemic:

1. **Public Awareness** – The banks will inform the public using all available means of communications including advertisements in print and social media for promotion of digital banking and cash less payments and funds transfers.
2. **Continuous Availability** – All ATMs and helplines must be operative 24/7 in order to facilitate timely resolution of any complaints.
3. **Disinfection and Quarantine of Cash** –
  - i. All cash being collected from hospitals and clinics is to be cleaned, disinfected, sealed and quarantined, and circulation of such cash in the market is to be blocked.
  - ii. The banks shall report daily collection of cash from hospitals to SBP, which shall credit bank's accounts for the amounts so quarantined by them.
  - iii. Banks may reissue cash that has been quarantined for at least fifteen (15) days.
  - iv. Sufficient fresh or disinfected cash shall also be provided to banks by the SBP enabling them to issue fresh cash.
4. **Branch Operations and Closure** –
  - i. Effective from 24.03.20, minimal staff shall be present at bank premises to undertake critical functions.
  - ii. All non-critical staff must work from home.
  - iii. Banks may start their branch operations from 10 a.m.
  - iv. All critical functions and systems required to provide banking services, including RTGS, shall remain available even during lockdown.
  - v. The banks may close branches where staff is infected in the event other requisite human resources are not available.



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## FD Circular No.01 of 2020

Dated 23.03.20

The banks shall take the following measures to ensure safe and secure processing of paper based instruments of exchange and issuance of fit, clean and disinfected banknotes to their clients:

1. **Encouraging Digital Means of Payment** – All banks should use SMS updates, their websites and advertisements in traditional as well as social media in order to encourage their customers to use digital means for payment and settlement of their transactions.
2. **Disseminating Information** – The banks may inform their customers through digital means that the basic hygiene practices like washing of hands, and using of hand sanitizers/ disinfectants, should be adopted soon after coming into coins and other paper-based instruments of exchange.
3. **Protective Gear for Staff** – The staff engaged in processing banknotes, coins and other banking instruments at bank branches must be provided with necessary protective gear such as masks, gloves, hand sanitizers/ disinfectants.
4. **Banking with Hospitals and Clinics** –
  - i. The banks maintaining the accounts of hospitals and clinics shall make necessary arrangement to collect cash which shall be disinfected, sealed and secured separately and shall be quarantined until further order.
  - ii. Banks must electronically report the amount of quarantined cash via < [quarantine.cash@sbp.org.pk](mailto:quarantine.cash@sbp.org.pk) > through their head offices to the Chief Manager, SBP-Banking Services Corporation, Karachi.
  - iii. On receipt of the statement, the SBP shall give credit to banks on the same day. Therefore, the banks shall keep the quarantined cash on behalf of SBP till further orders.
  - iv. The consolidated amount of the credit so received must be reconcilable and verifiable by entries in the accounts of the individual hospitals and clinics.
5. **Disinfection of Cash** – The cash collections from all other sources should also be handled with due-care and should preferably be disinfected in addition to authenticating, sorting, and packing as required under the Currency Management Strategy (“CMS”).
6. **Quarantine of Cash and Issuance of Fresh Bank Notes** –
  - i. From 06.04.2020 till further orders, banks shall issue either fresh cash or the re-issuable cash quarantined for fourteen (14) days or more.

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- ii. Banks may obtain such cash from the SBP-BSC before the 06.04.20.
- iii. Banks can use the fresh banknotes issued under the Eid quota.
- iv. The banks may surrender their surplus re-issuable balances to the nearest SBP-BSC field office or the National Bank of Pakistan Chest provided it is authenticated, sorted and packed as per SBP instructions.

### 7. **Cash-in-Transit –**

- i. Cash-in-transit (“**CIT**”) companies shall be required to ensure the availability of their services.
- ii. The Banks shall require their cash service providers to follow good hygiene and safety practices while transporting and handling the cash.
- iii. The guards of CIT companies must use gloves and masks during the course of their duties.
- iv. Banks must encourage CIT companies make provisions such as hand sanitizers/disinfectants in order to ensure the safe and secured transportation of cash.

### 8. **Cash in ATMs –** The banks must ensure that all ATMs are stocked with fresh banknotes or with the ATM-fit re-issuable notes taken from SBP-BSC from 06.04.20.

### 9. **Foreign Currency for ADs –**

- i. The SBP shall continue to supply ADs with foreign currency notes against credit in the SBP nostro accounts.
- ii. The SBP counter services to accept foreign currency notes from the ADs shall remain suspended.
- iii. ADs shall continue to facilitate their customers/ account holders with respect to foreign currency services as usual.

## STATE BANK OF PAKISTAN

### No. HRMD/ (ODD-12)/05/2020

Dated 22.03.20

The following additional safety measures are being implemented with immediate effect:

- i. From 24.03.20, only critical employees are required to attend the office premises.
- ii. All female employees will work from home.
- iii. The Group Heads/Directors/RHs/CMs are responsible for providing instructions to employees working at the office (critical employees only) and those allowed to work from home.
- iv. HRMD will share the list of critical employees of HOK/KO/NNO with Chief Security Officer for issuance of necessary passes from civil administration to help them to commute to and from offices. Similar arrangement will be ensured at Field Offices through IBSU.
- v. All critical employees attending the office must carry their original CNIC and Bank ID Card.
- vi. Group Head/Director/RH/CM must decide whether to call any employee aged fifty (50) years or above.
- vii. All critical employees will use their own vehicles to commute to and from the Bank. However, in case of need, limited transport arrangements may be made by GSD at HOK/GSU at Field Offices, for those employees who have neither availed vehicle loan facility nor have a vehicle under CLDP arrangement.
- viii. MSD/MSU will arrange for protective masks for employees attending the office.
- ix. The Canteen will only serve takeaway meals to the employees attending the office.
- x. Chief Managers must contact all pensioners for payment of pension through bank accounts or schedule payments in a staggered manner, in order to avoid unnecessary queuing. Further, pensioners will be encouraged to send their family members along with an authority letter to receive pension.
- xi. MSD/MSU shall make arrangements for the issuance of medicines to the retired employees through their designated representatives.
- xii. In case of identification of any COVID-19 case in bank premises, the area will be closed for disinfecting as per the arrangements made by GSD and Engineering Department in coordination with concerned Floor Manager.

# SECURITIES AND EXCHANGE COMMISSION OF PAKISTAN

## Circular

Dated 22.02.20

The Securities and Exchange Commission of Pakistan (“SECP”) has introduced certain temporary relaxations to compliance requirements under the Companies Act, 2017, as a result of the change of circumstances due to COVID – 19. The relaxations are as follows:

1. All companies facing difficulties with respect to Annual General Meetings (“AGMs”) may hold the AGMs for the year ended on 31.12.19 on or before 29.05.2020.
2. Companies whose election of directors is due before or in the AGM may file impediment reports with the registrar, citing reasons for delay in the election of directors.
3. Any statutory returns due to be filed on or after 24.03.20 may be filed with the registrar with the delay of 30 days of the occurrence of any event.
4. No additional filing fees or penalties shall be charged for such delays.

## PAKISTAN STOCK EXCHANGE

### PSX/N-389

Dated 24.03.20

Having requested the SECP for relaxation of certain regulatory requirements in light of the disturbances caused by COVID – 19, the Pakistan Stock Exchange (“**PSX**”) informed all TRE Certificate Holder that the SECP had relaxed the requirement to halt trading in all securities for forty-five (45) minutes.

Therefore, in light of the relaxation, from 24.03.20, the PSX may extend the duration of market halt from forty-five (45) minutes to one hundred and twenty (120) minutes for a period of 15 days.

Moreover, from 24.03.20, all TRE Certificate Holders may be allowed to activate and operate their DR terminals for trading purposes during the normal operations of the PSX for a period of 15.

### PSX/N-409

Dated 24.03.20

The SECP has directed the Pakistan Stock Exchange Limited, Central Depository Company of Pakistan Limited, National Clearing Company of Pakistan Limited and all securities brokers to:

- i. Ensure strict adherence to the WHO’s guidelines for safety measures, social distancing and preventative measures against COVID – 19;
- ii. Comply with instructions of the local authorities with regard to social isolation;
- iii. Comply with work from home arrangements for capital market operations;
- iv. Only permit critical staff to visit offices; and
- v. Ensure maximum safety measures for the staff and public-at-large.

**GOVERNMENT OF PAKISTAN**

**Order F. No. 1/1/2020-CAF (C)**

Dated 23.03.20

In light of the COVID -19 situation in the province of Sindh and the request of the Home Department of the Government of Sindh, the Ministry of Interior announced the deployment of the Pakistan Army in Sindh, under Article 245 of the Constitution of Pakistan and Section 131-A of the Criminal Procedure Code, 1898.

## GOVERNMENT OF SINDH

### Order No: SO (Jud-I)HD/8-1(04)/2020-Corona

Dated 22.03.20

Due to the spread of COVID – 19, the Government of Sindh imposed a fifteen (15) day ban on the movement of people under Section 3(1) of the Sindh Epidemic Diseases Act, 2014, with effect from 12.00 am on 23.03.20. The salient features of the prohibition are as follows:

1. **Application –**

- i. All inter-city and/or inter-provincial travel or gatherings of any kind are banned.
- ii. All gatherings of any nature are prohibited, irrespective of whether they serve a purpose which is social, religious or otherwise.
- iii. The prohibition extends to all public and private places, including public and private offices situated within Sindh.

2. **Exemptions –** The following are exempted from the prohibition (provided conditions under paragraph 3 below are satisfied):

- i. Health services personnel;
- ii. Law Enforcement personnel;
- iii. Personnel related to essential services and offices;
- iv. Persons in need of medical care (with an attendant, where necessary);
- v. Persons intending to purchase groceries and/or medicines; and
- vi. Persons involved with religious rites, i.e. Namaz-e-Janaza, burial (provided (i) that all precautions are taken and (ii) the local SHO of the area is informed.).

Further exemptions may be announced as deemed necessary by the Government of Sindh.

3. **Conditions –** The following conditions are must be satisfied for exemptions under paragraph 2 above to apply:

- i. Only one person may generally travel in a vehicle.
- ii. An attendant may accompany an occupant of the vehicle in case of medical emergencies.
- iii. Only one person per family may head out to purchase essential medicines, grocery, etc.
- iv. A driver may accompany the occupant of the vehicle in case the occupant is elderly or handicapped.
- v. Persons in vehicles carrying essential food items may be accompanied by a helper/cleaner.
- vi. In such cases, no other passengers are allowed in such vehicles.
- vii. All exempted persons travelling or heading out must carry with them a valid identification card/ CNIC and an official card where necessary.

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- viii. All those exempted persons travelling to work must ensure social distancing of approximately one (1) meter or three (3) feet.
4. **Essential Services** – The following may be classified as ‘essential services’, and are exempted from the prohibitions:
- i. Health and related services;
  - ii. Food and related services;
  - iii. Grocery, general, and convenience stores;
  - iv. Fish, meat, vegetable/fruit vendors and dairy shops;
  - v. Essential municipal services;
  - vi. Electricity & SSGC;
  - vii. Water supply (including water tankers, where required);
  - viii. Sewerage;
  - ix. Port operations;
  - x. PNSC;
  - xi. Customs services;
  - xii. PTA;
  - xiii. PTCL;
  - xiv. NTC services staff;
  - xv. Cellular companies’ service staff for repair and maintenance;
  - xvi. Banks (with limited staff);
  - xvii. Petrol pumps;
  - xviii. Welfare organizations;
  - xix. Media personnel authorized by the Information Department;
  - xx. Newspaper hawkers;

Any other class of persons may be deemed essential as declared by the Government of Sindh

5. **Additional Directives** –

- i. Commissioners and Deputy Commissioners may issue further orders, directions or notices in coordination with DIGs and SSPs.
- ii. Non-compliance with the order is punishable under Section 188 of the Pakistan Penal Code.
- iii. Deputy Commissioners, Assistant Commissioners, and those equivalent to or above the rank of Inspector may take any legal action against any contravention of the Order.



## GOVERNMENT OF SINDH

### Clarification No F.P/Corona-2019/Misc./2020

Dated 23.03.20

With respect to the Government of Sindh's Order No. SO(Jud-I)HD/8-1(04)/2020-Corona, a clarification was provided as follows:

1. All activities within the supply chain of 'essential services' as mentioned under paragraph 4 of the abovementioned order no. SO(Jud-I)HD/8-1(04)/2020-Corona shall qualify as essential services.
2. Private security agencies and guards on duty related to essential services shall themselves qualify as essential services.
3. Personal security and guards deployed at home may also be exempted by the SP or SSP.
4. Call centres and staff therein providing services to IT, banks, mobile banking and bill payments without contact with customers are to be considered essential services (provided only minimum and essential staff is required to attend the workplace).
5. Postal and courier services (with essential staff only) dealing with delivery of pensions at doorsteps qualify as essential services.
6. Pakistan Security Printing Corporation must operate with the bare minimum staff.
7. SECP, PSX, Central Depository Company of Pakistan, National Clearing Company of Pakistan and related staff are covered by the aforementioned order.
8. In addition to those charitable organizations mentioned in the order, those supplying food and necessary items to the needy are deemed to be exempted. The same may continue their operations after submitting (i) their credentials and (ii) a plan of their operations to the Deputy Commissioners of their districts.
9. Such charitable organizations must ensure that ration is distributed to individual households at their doorsteps, in order to avoid crowding.
10. SSPs and Deputy Commissioners must ensure that no crowding takes place during distribution of rations.
11. Heads of exempted offices must ensure social distancing and the provision of precautionary measures such as hand sanitizers and hand washing facilities.
12. Pillion riding prohibited.

## GOVERNMENT OF SINDH

### Order No: SO(Jud-I)HD/8-1(04)/2020-Corona

Dated 23.03.20

In accordance with the Section 3(1) read with Section 3(3) of the Sindh Epidemic Diseases Act, 2014, and relevant labor laws, the Government of Sindh announced the following:

1. No worker shall be laid off for the duration of the ban.
2. All employers must ensure the payment of salaries/ remunerations/ wages in full to all workers.
3. The period of closure may be considered a period of paid leave.
4. The Secretary and Director Labor and HR Department may issue further orders, direction or notices for the legal implementation of the Orders.

### Order No: SO(Jud-I)HD/8-1(04)/2020-Corona

Dated 24.03.20

In addition to similar orders of the same nature issued earlier, with effect from 25.03.20, the Government of Sindh has taken the following additional measures for a period of thirteen (13) days:

1. **Industrial Ban** – The following measures have been taken for the duration of thirteen (13) days:
  - i. Only industries related to essential food and medical items are permitted to operate irrespective of time-bound restrictions; and
  - ii. Time-bound restrictions apply to all other industries unrelated to the above.
2. **Government Offices and Essential Services** – All government offices and other essential services previously exempted may continue operations with the bare minimum amount of staff.
3. **Ban on Movement of Persons** – No movement of persons shall be permitted between 8:00 pm and 8:00 am for the duration of the thirteen (13) day period. Further clarifications were provided as follows:
  - i. All grocery /convenience /general /department stores which were earlier exempted to operate may operate only between 8:00 am to 8:00 pm.

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- ii. Only medical stores within or adjacent to public/private hospitals may operate between 8:00 am and 8:00 pm.
  - iii. Only (a) those involved in medical emergencies or (b) staff of essential services may move between 8:00 pm to 8:00 am.
4. **Additional Directives –**
- i. Commissioners and Deputy Commissioners may issue further orders, directions or notices in coordination with DIGs and SSPs.
  - ii. Non-compliance with the order is punishable under Section 188 of the Pakistan Penal Code.
  - iii. Deputy Commissioners, Assistant Commissioners, and those equivalent to or above the rank of Inspector may take any legal action against any contravention of the Order.

**GOVERNMENT OF PUNJAB**

**Order No. HG (G)/DC/SKT/2162**

Dated 22.03.20

In light of the situation with respect to COVID – 19, the Deputy Commissioner Office, Sialkot, issued the following orders:

1. All industrial units in the district to remain closed.
2. Food-related and medical units may remain open.
3. Factory owners of food-related and medical units to ensure the use of masks and sanitizers by workers.
4. Factory owners must grant gratis salary to workers and daily wage earners.
5. Strict action to be taken in case of non-compliance

## GOVERNMENT OF PUNJAB

### Order No. SO(IS-II)1-1/2004

Dated 23.03.2020

Due to the spread of COVID – 19, the Government of Punjab imposed a two (2) week ban on the movement of people within the province, with effect from 09.00 am on 24.03.20 to 09:00 am on 07.04.20. The salient features of the prohibition are as follows:

1. **Application** –

- iv. All inter-city and/or inter-provincial travel or gatherings of any kind are banned.
- v. All gatherings of any nature are prohibited, irrespective of whether they serve a purpose which is social, religious or otherwise.
- vi. The prohibition extends to all public and private places, including public and private offices situated within Punjab.

2. **Exemptions** – The following are exempted from the prohibition (provided that conditions under paragraph 3 below are satisfied):

- vii. Health services personnel;
- viii. Law Enforcement personnel;
- ix. Personnel related to essential services and offices;
- x. Persons in need of medical care (with an attendant, where necessary);
- xi. Persons intending to purchase groceries and/or medicines within the vicinity of their residence; and
- xii. Persons involved with religious rites, i.e. Namaz-e-Janaza, burial (provided (i) that all precautions are taken and (ii) the local SHO of the area is informed.).

Further exemptions may be announced as deemed necessary by the Home Department of the Government of Punjab.

3. **Conditions** – The following conditions are must be satisfied for exemptions under paragraph 2 above to apply:

- ix. Only one person may generally travel in a vehicle.
- x. An attendant may accompany an occupant of the vehicle in case of medical emergencies.
- xi. Only one person per family may head out to purchase essential medicines, grocery, etc.
- xii. A driver may accompany the occupant of the vehicle in case the occupant is elderly or handicapped.

## GOVERNMENT OF PUNJAB

- xiii. Persons in vehicles carrying essential food items may be accompanied by a helper/cleaner.
  - xiv. In such cases, no other passengers are allowed in such vehicles.
  - xv. All exempted persons travelling or heading out must carry with them a valid identification card/ CNIC and an official card where necessary.
  - xvi. All those exempted persons travelling to work must ensure social distancing of approximately one (1) meter or three (3) feet.
4. **Departmental Stores** – The following directions have been given with regard to departmental stores across Punjab:
- i. Only the grocery section of large departmental stores to remain open.
  - ii. All other sections within departmental stores to remain closed for the duration of the ban.
  - iii. Customers may enter only in small groups.
  - iv. Customers must ensure social distancing.
  - v. All departmental stores to ensure that all trollies are disinfected after every use.
5. **Exempted Services** – The following shall be exempted from the prohibitions:
- i. Utility Companies such as WASAs, Municipalities, WAPDA, NTDC, DISCOs and SNGPL;
  - ii. Public and Private telecom/cellular companies (and their franchises with limited public dealing);
  - iii. Call centers with no public dealing;
  - iv. Banks only essential staff only;
  - v. Defense related manufacturing industries;
  - vi. Food item manufacturing industries and distribution offices;
  - vii. Health & related services;
  - viii. Grocery, general and convenience stores;
  - ix. Fish, meat, vegetable / fruit vendors and dairy shops;
  - x. Dry port operations;
  - xi. Customs services;
  - xii. Petrol pumps;
  - xiii. Auto-workshops;
  - xiv. Fruit, vegetable, cattle and grain markets (*mandis*);
  - xv. Welfare organizations providing essential services (such as Edhi & Seylani);
  - xvi. Media personnel authorized by concerned media houses; and
  - xvii. Newspaper hawkers.

Any other class of persons may be deemed essential and so declared by the Government of Punjab.

# GOVERNMENT OF KHYBER PAKHTUNKHWA

## Notification No. SO(Estt)RR&SD/3-5/2019

Dated 23.03.2020

In accordance with the emergency declared earlier under Section 16(A)(1) of the National Disaster management Authority (Khyber Pakhtunkhwa) Act, 2010, and in order to combat the spread of COVID – 19 by promoting social distancing, the Government of Khyber Pakhtunkhwa enforced the following measures:

1. **Application** – The following measures are to be implemented across Khyber Pakhtunkhwa:
  - i. All markets, shopping malls, restaurants and eateries to remain shut until 29.03.20;
  - ii. Takeaways and home delivery services to remain shut until 29.03.20; and
  - iii. Kitchens of all restaurants and eateries to remain shut.
  
2. **Exemptions** – The following are exempted from the restrictions:
  - i. Pharmacies;
  - ii. Grocery stores;
  - iii. *Karyana* shops;
  - iv. *Bakeries*;
  - v. *Atta Chakkies*;
  - vi. *Tandoors*;
  - vii. Milk shops;
  - viii. Auto-workshops;
  - ix. Petrol pumps;
  - x. Chicken and meat shops;
  - xi. Fruit and vegetable shops;
  - xii. All *mandis*;
  - xiii. All agricultural input providers (such as seed fertilizer and pesticide dealers).
  
3. **Safety Protocols** – All franchises of cellular providers as well as banks etc. must implement the following measures:
  - i. Hand sanitizers installed at the entrance.
  - ii. Management to ensure use of the same by each visitor.
  - iii. Staff to use facemasks and gloves at the office premises.
  - iv. No more than five (5) customers / persons shall be allowed to enter into the premises at one time;
  - v. Any staff exhibiting symptoms of flu etc. to be removed from the premises.