

**Guidelines/Procedures to be followed by Candidates during Document Verification (DV) Process as part of measures for containment of COVID-19**

- ❖ Candidates are required to carry Hand Sanitizers with them and sanitise their hands frequently during the entire DV Process.
- ❖ Basic screening of temperature will be carried out for all candidates at entry point.
- ❖ Only asymptomatic candidates will be allowed entry.
- ❖ Candidates would be allowed entry only if they are using face cover/masks. The face covers/masks have to be worn throughout the DV Process except while taking photograph at Attendance Desk.
- ❖ Entry of persons accompanying the candidates will be restricted in the premises.
- ❖ Candidates are advised to avoid using of lifts.
- ❖ With a view to ensure safety, it is mandatory for all the candidates to download & install 'Aarogya Setu App' in their mobile phones to be shown at the entrance.
- ❖ Candidates should proactively disclose their health status including fever/cough/sore throat/influenza like symptoms, etc. They have to fill their details (travel history, medical condition, etc.) along with a self-declaration form that they are not at higher risk in terms of instructions of Ministry of Health & Family Welfare or in terms of status available on Aarogya Setu App at the Reception.
- ❖ Candidates who got affected by COVID-19 before the date of Document Verification should proactively disclose the details and also to bring proper medical certificate of fitness.
- ❖ Candidates who have underlying conditions (pregnant women, co-morbid conditions, chronic ailments, etc.) are advised to take extra precautions while attending Document Verification.
- ❖ Maintaining a minimum distance of 2 metres between candidates will be mandatory. All candidates should follow Social distancing norms entire Document Verification process.
- ❖ Besides, any other instructions / guidelines issued by Central/State Govt. Authorities as a preventive measure to curb spread of COVID-19 pandemic may also be strictly followed.

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