

**Government of Punjab**  
**Department of Health and Family Welfare**  
**(Health IV Branch)**

No PA/SSHFW/July2020/ Spl - 105

Dated 25.08.2020

To

All Deputy Commissioners  
State of Punjab

**Subject: SOPs for Contact Tracing and teams for Sampling and Contact Tracing - Regarding.**

Reference subject above, despite several reminders only a few districts have sent the Annexure A and B and those received are incomplete and as not per the targets. Hence it has been decided that the target of the teams to be identified for sampling, Home Isolation and Contact Tracing will be shared from State HQ. The approximate numbers of teams have been attached with this letter at Annexure A and B. These numbers are indicative and can be increase but can't decreased as per the case load in each district.

2. It should be ensured that the number of sampling and contact tracing teams are same so that each sampling team could be attached with the contact tracing team.

3. Approximately 10 contact tracing teams will be supervised by one Zonal Supervisor who will report to the district Nodal Officer for Contact Tracing.

4. The line list of the contact identified by each team will be shared with the sampling team for sampling of each contact and district data cell for digitization

5. Nodal Officer for Contact Tracing will be responsible for updating the google sheet for contact tracing by 3 pm everyday.

6. The line list of the contacts of each positive case will be shared with State HQ at [outbreakcellpunjab@gmail.com](mailto:outbreakcellpunjab@gmail.com) everyday.



**(Amit Kumar), IAS**  
**Special Secretary**  
**Health and Family Welfare**

A copy of above is forwarded for information to the following.

1. Ld. Principal Secretary Health & Family Welfare.
2. Director Health Services Punjab.
3. All Civil Surgeons of Punjab

Annexure A														
Sr. No.	Districts	Sampling Team						Mobile Sampling Team			GRAND TOTAL	Home isolation Visting Team		
		RT PCR Team			Antigen			Urban	Rural	Total		Urban	Rural	Total
		Urban	Rural	Total	Urban	Rural	Total							
1	AMRITSAR			30			30			8	68			20
2	BARNALA			10			10			2	22			10
3	BHATINDA			15			10			6	31			15
4	FARIDKOT			10			10			2	22			10
5	FATEHGARH SAHIB			10			10			2	22			10
6	FAZILKA			10			10			2	22			10
7	FEROZEPUR			10			10			9	29			10
8	GURDASPUR			10			15			6	31			15
9	HOSHIARPUR			10			15			6	31			15
10	JALANDHAR			25			25			10	60			20
11	KAPURTHALA			10			10			6	26			15
12	LUDHIANA			40			60			10	110			25
13	MANSA			10			10			2	22			10
14	MOGA			10			10			4	24			10
15	MOHALI			10			15			2	27			10
16	MUKTSAR			10			10			2	22			10
17	NAWANSHAHAR			10			10			2	22			10
18	PATHANKOT			10			10			10	30			10
19	PATIALA			30			30			2	62			20
20	ROPAR			10			10			6	26			15
21	SANGRUR			10			15			4	29			10
22	TARN TARAN			10			10			2	22			10
	<b>Total</b>			310			345			105	760			290

- No. of these teams are minimum and indicative District authorities can increase as per their requirement.
- Urban and rural teams can be divided as per case Load.

### Annexure B

Sr. No.	Name of Districts	Contact Tracing Teams		Grand Total	Supervisors /Zonal Officer for Contract Tracing Teams	Data Cell at District HQ	
		Rural	Urban			Computers	Data Entry Operators
1	AMRITSAR			68	7	30	30
2	BARNALA			22	2	10	10
3	BHATINDA			31	3	20	20
4	FARIDKOT			22	2	10	10
5	FATEHGARH SAHIB			22	2	10	10
6	FAZILKA			22	2	10	10
7	FEROZEPUR			29	3	20	20
8	GURDASPUR			31	3	20	20
9	HOSHIARPUR			31	3	20	20
10	JALANDHAR			60	6	40	40
11	KAPURTHALA			26	3	20	20
12	LUDHIANA			110	11	50	50
13	MANSA			22	2	10	10
14	MOGA			24	3	20	20
15	MOHALI			27	3	20	20
16	MUKTSAR			22	2	10	10
17	NAWANSHAHAR			22	2	10	10
18	PATHANKOT			30	3	10	10
19	PATIALA			62	6	40	40
20	ROPAR			26	3	10	10
21	SANGRUR			29	3	20	20
22	TARN TARAN			22	2	10	10
	<b>Total</b>			<b>760</b>	<b>76</b>	<b>420</b>	<b>420</b>

- No. of these teams are minimum and indicative District authorities can increase as per their requirement.
- Urban and rural teams can be divided as per case Load.