

**GOVERNMENT OF NAGALAND  
HOME DEPARTMENT  
NAGALAND STATE DISASTER MANAGEMENT AUTHORITY  
NAGALAND: KOHIMA**

NO.NSDMA-ER-COVID19/368/2021/5358

Dated, Kohima the 21<sup>st</sup> of May, 2021.

To,

The Chairman,  
District Task Force,  
Dimapur/ Kiphire/ Kohima/ Longleng/ Mokokchung/ Mon/ Noklak/ Peren/ Phek/  
Tuensang/ Wokha/ Zunheboto

**Sub: Reiteration of SOP and guidelines for disposal of dead bodies of COVID-19.**

Sir,

Kindly refer to the Standard Operating Procedure (SOP) for disposal of dead bodies of COVID-19 issued by NSDMA, Home Department, Govt of Nagaland, vide No. NSDMA-ER-COVID-19/301/2020/116, Dated Kohima the 13<sup>th</sup> of April 2020, and a supplementary notification of COVID-19 End Life Care, Management of Dead body, issued by DHFW, Govt of Nagaland, vide No. PD/PA/Misc/2019-2020, Dated Kohima the 24<sup>th</sup> of April 2020.

It is learnt that the disposal of dead bodies due to COVID-19 are mostly being carried out by the State Disaster Response Force (SDRF) personnel, irrespective of whether such deceased has family members to take the responsibility of transportation and final rites.

As per the SOPs, the health care workers of the concerned hospital will carry out all the formalities for safe handling of dead bodies including disinfection and decontamination and handed over to the family members to perform the burial/cremation. Such body secured in a leak proof plastic bag and a coffin, which are then properly decontaminated with 1% hypochlorite poses no additional risk to the staff or to the family and handling/transporting the body may be safely carried out by the relatives of the deceased.

This is to inform you that the role of SDRF/NDRF/Police for the disposal of the death due to COVID-19 comes only when the COVID-19 positive dead body is not claimed by the family, as per Point. No. 9 of the SOP No. NSDMA-ER-COVID-19/301/2020/116, Dated Kohima the 13<sup>th</sup> of April 2020, *"in case the body of the dead due to COVID-19 is not claimed by the family, the disposal of the body for cremation/burial will be carried out by the NDRF/SDRF/Police after*

*proper disinfecting is done of the body and it is put in a body bag and thereafter in a coffin after following all the procedures as mentioned above."*

It is therefore reiterated that the above mentioned SOP and Notification be adhered to in toto by all the District Task Force (DTF) for disposal of dead bodies of COVID-19.

This is for your kind information and necessary action.

Yours sincerely,

**(R. RAMAKRISHNAN) IAS**

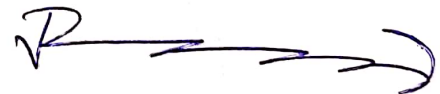
Principal Secretary, Home

**NO. NSDMA-ER-COVID19/368/2021/5358**

**Dated, Kohima the 21<sup>st</sup> of May, 2021.**

Copy to:

1. The Commissioner & Secretary to Governor, Nagaland for kind information.
2. The Additional Chief Secretary to Chief Minister, Nagaland for kind information.
3. The Sr. PS to Deputy Chief Minister, Nagaland for kind information.
4. The Dy. Secretary to the Chief Secretary, Nagaland for kind information
5. The Director General of Police, Nagaland, for information
1. The Principal Secretary, Health & Family Welfare Department for kind information
2. The Commissioner, Nagaland for information.
3. The Director General, HG&CD/ SDRF, for information
4. The Principal Director, Health and Family Welfare Department for information.
5. The Director, IPR for wide publicity.
6. The Dy. Commandant General, HG&CD, for information
7. All the Chief Medical Officer, for information
8. Office Copy



**(R. RAMAKRISHNAN) IAS**

Principal Secretary, Home



GOVERNMENT OF NAGALAND  
HOME DEPARTMENT  
NAGALAND STATE DISASTER MANAGEMENT AUTHORITY  
NAGALAND : KOHIMA

NO.NSDMA-ER-COVID-19/301/2020, /116

Dated Kohima, the 13<sup>th</sup> April 2020.

SOP FOR DISPOSAL OF DEAD BODIES OF COVID-19

Every designated COVID Hospital will follow the guidelines on dead body management issued by Ministry of Health & Family Welfare, GoI dated 15/03/2020(copy enclosed) and in addition the following instructions should also be adhered to:

1. The hospital authorities will designate a team for management of dead body due to COVID-19 and the team should consist of at least three people and adequate number of personal protective equipment (PPE) kits should be made available for the team.
2. The PPE kit should comprise N95 masks, surgical caps, protective goggles, water-resistant aprons, surgical gloves, knee-high shoes with thigh-level plastic covers as per the specifications.
3. The COVID-19 hospitals should keep ready sufficient number of water proof body bags. Each bag should contain a zip and should be leak-proof.
4. The following steps in the isolation room/area; removing all tubes, drains and catheter, disinfecting with 1% sodium hypochlorite any punctured holes or wounds on the body, placing the dead body in leak proof plastic body bag and decontaminating it with 1% hypochlorite and thereafter in a coffin and disinfecting that also, and finally sealing it; as in para 5 of the guidelines issued by the Ministry of Health & Family Welfare, GoI should be strictly adhered to.
5. The person who is handling the body should possess a proper PPE kit, as he/she has to wipe the body and keep it inside the bag and thereafter in a coffin and sealing it before it is shifted to the mortuary or handed over to the family members for carrying out the last rites.
6. A maximum of four persons (the relatives and family members) shall be allowed to view the body at the time of removal from the isolation area or room and these people should not come in direct contact with doctors, nurses and paramedical staff of the hospital and they should maintain the standard precaution.
7. The body will be either handed over to the relatives or taken to mortuary.
8. Separate single room should be allocated that can operate as a makeshift mortuary. This room should be sprayed with disinfectants regularly to ensure it's free from infection.
9. In case of the body of the dead due to COVID-19 is not claimed by the family, the disposal of the body for cremation/burial will be carried out by the NDRF/SDRF/Police after proper disinfecting is done of the body and it is put in a body bag and thereafter in a coffin after following all the procedures as mentioned above.
10. Each COVID-19 hospital must appoint a dedicated liaison officer for the family members of a deceased due to COVID-19, who will act as the single point of contact.

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- The officer should also liaison with the NDRF/SDRF/Police for the deceased's last rites.
11. All used/ soiled linen should be handled with standard precautions, put in biohazard bag and the outer surface of the bag disinfected with hypochlorite solution.
  12. Used equipment should be autoclaved or decontaminated with disinfectant solutions in accordance with established infection prevention control practices.
  13. All medical waste must be handled and disposed of in accordance with biomedical waste management rules.
  14. The health staff who handled the body will remove personal protective equipment and will perform hand hygiene.
  15. The mortuary must be kept clean. Environmental surfaces, instruments and transport trolleys should be properly disinfected with 1% Hypochlorite solution.
  16. After removing the body, the chamber door, handles and floor should be cleaned with sodium hypochlorite 1% solution.
  17. All surfaces of the isolation area should be wiped with 1% sodium hypochlorite solution, allowed a contact time of 30 minutes, and then allowed to air dry.

### Transportation

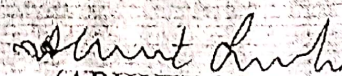
1. The body, secured in a body bag which is disinfected and placed in a sealed coffin which is again disinfected, poses no additional risk to the staff transporting the dead body.
2. The personnel handling the body may follow standard precautions (surgical mask, gloves).
3. The vehicle, after the transfer of the body to cremation/ burial site, will be decontaminated with 1% Sodium Hypochlorite.

### At the crematorium/ Burial Ground

1. At the Crematorium/ burial Ground the body should not be taken out from the sealed coffin and it should be buried/ cremated with the coffin.
2. Religious rituals such as reading from religious scripts, sprinkling holy water and any other last rites that does not require touching of the coffin can be allowed.
3. The funeral/ burial staff and family members should perform hand hygiene after cremation/ burial.
4. The ash does not pose any risk after cremation and can be collected to perform the last rites.
5. The gathering at the crematorium/ burial ground should not be more than 10 people and all social distancing measures should be followed at the funeral.

The above SOP should also be read with letter No. *DHFW/COVID-19/2019-20*, dated 26<sup>th</sup> March, 2020 issued by the Department of Health & Family Welfare, Govt. of Nagaland (copy enclosed)

Enclosed: As stated

  
(ABHIJIT SINHA) IAS  
Principal Secretary, Home



GOVERNMENT OF NAGALAND  
DIRECTORATE OF HEALTH & FAMILY WELFARE  
NAGALAND : KOHIMA

DHFW.NO-PD/PA/Misc/2019-2020

Dated, Kma the 27<sup>th</sup> April 2020

NOTIFICATION

**COVID-19 End Life Care, Management of Dead Body**

Key Facts:

1. There is no increased risk through droplet infection from a dead body to health workers or family members as dead body will not:
  - Cough.
  - Sneeze
  - Breath
  - Talk.
2. Standard infection prevention control practices should be followed at all times as precaution against surface contamination.  
These are
  - Hand hygiene
  - Safe handling of sharps
  - Use of PPE eg. Gloves, mask and plastic apron for those directly handling the dead body.

Removal of the Body from the room.

- 1) Following standard infection prevention control measures health worker will remove all tubes, drain and catheter from the dead body and sanitise the body with 1% hypochlorite solution.
- 2) If the family of the patient wishes to view the body, they may be allowed to do so without touching the body while wearing mask and gloves.
- 3) Place the dead body in a leak proof plastic body bag or wrap the dead body with leak proof plastic sheet. Place the body in the coffin and seal. Disinfect the coffin with 1% hypochlorite wait for 30 minutes. then hand over the body to the relatives.
- 4) Properly packed, sealed and disinfected coffin can safely be handed over to the family.
- 5) Advise relatives not to open the coffin.
- 6) The health care workers will do all the formalities as per SOP (Standard Operative Procedure) for safe handling and coffin will be delivered to the family for performing the final rites.

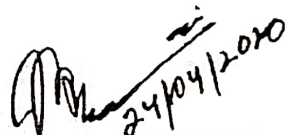


Transportation.

- 1) The body secured in a leak proof plastic body bag or coffin and the exterior of which is decontaminated with 1% hypochlorite solution poses no additional risk to the staff or to the family members transporting the dead body.
- 2) The personnel handling the body may follow general standard precaution by means of wearing masks and gloves.
- 3) The vehicle after transfer of the body to the burial site may be cleaned with 1% hypochlorite or formulated bleaching powder as a general procedure.

At the burial ground/Crematorium.

1. The body should not be taken out from the sealed coffin and it should be buried or cremated with the coffin.
2. Religious ritual such as reading of the religious scripts, sprinkling of holy water, any other last rites that does not require opening of the coffin can be allowed.
3. The funeral/burial staff and family member should perform hand hygiene after cremation/burial by washing hands with soap and water or using alcohol based hand sanitizer.
4. The body once buried will have no health or environmental hazards.
5. The ash does not have any risk after cremation and can be collected to perform the last rites.

  
(DR. VIZOLIE Z. SUOKHRIE)

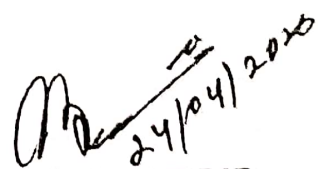
Principal Director  
Directorate of Health & Family Welfare  
Nagaland : Kohima

DHFW.NO-PD/PA/Misc/2019-2020

Dated, Kma the 24<sup>th</sup> April 2020

Copy to:-

1. The Sr. P.S to Hon'ble Minister, Department of Health & Family Welfare, Kohima for information.
2. The Principal Secretary, to the Government of Nagaland, Department of Health & Family Welfare. Kohima for information.
3. Deputy Commissioner of all Districts for information.
4. MS/CMO of all Districts for information and necessary.
5. Director, I.P.R. for information
6. Office copy.

  
(DR. VIZOLIE Z. SUOKHRIE)

Principal Director  
Directorate of Health & Family Welfare  
Nagaland : Kohima