

ToRs of Block Task Force for COVID-19 Vaccine introduction

Chairperson: Sub-Divisional magistrate/*Tehsildaar*

Convenor: Block Medical Officer In-charge

Members:

- **Government Departments:** Block Development Officer, Child Development Project Officer (CDPO), Block Education Officer, Elected Representative of Block Panchayat, Representative of youth organizations like National Cadet Corps (NCC), Nehru Yuva Kendra Sangathan (NYKS), National Service Scheme (NSS), Representative of any other relevant departments like Public Works Department, Animal Husbandry, NGOs working in Health sector.
- **Development partners** – WHO, UNICEF, Other Partners, Community Based Organizations, Local Non-Government Organizations, Rotary International, Lions Club etc.
- **Local Influencers and Religious Leaders**

Frequency: Weekly.

Activities to be conducted:

1. Preparatory phase:

- Monitor progress of database of beneficiaries to be shared with district for upload on Co-WIN software.
- Ensure training of all concerned HR on Co-WIN software
- Monitor progress on key activities such as microplanning, communication planning, cold chain and vaccine logistics planning. Accountability to be fixed for each activity.
- Planning and mapping of vaccination sessions where HCWs will be vaccinated during the 1st phase of COVID-19 vaccine roll-out.
- Involve all relevant departments including ICDS, PRI and key immunization partners such as UNICEF, WHO, Rotary International, RMNCH+A lead partners, Civil Society Organizations, Non-Government Organizations at block level.
- Identify vaccinators across government and private sectors so as to minimize disruption of Routine Immunization services while introducing COVID-19 vaccine.
- Mapping human resources across departments that could be deployed for vaccination sessions for verification of beneficiaries, crowd management and overall coordination at session site.

2. Implementation phase (upon availability of vaccine):

- Monitor the roll-out of COVID-19 vaccine in the block for progress made and resolving bottle-necks.
- Requisition of required human resource and infrastructure including vehicles if needed from district and/or other department for implementation and monitoring.
- Ensure minimal disruption of other routine health services during rollout of COVID-19 vaccine.
- Ensure supervision of vaccination sessions being conducted for COVID-19 vaccine.

- Implementation of communication plan while addressing the local context and needs to address rumour mongering as well as vaccine eagerness. Maximize use of local influencers (including religious leaders) for countering misinformation.
- Ensure adequate number of IEC material pertaining to COVID-19 vaccination is displayed at prominent places and at session site.
- Ensure adherence to timelines for various activities required for introduction of COVID-19 vaccine.
- Ensure timely disbursement of incentives to ASHAs, AVDs involved in COVID-19 vaccination drive.
- Share key qualitative and quantitative feedback at district level for review.

Note: The above composition & activities is recommended. However, states/districts/blocks may add members to their committees and enhance their activities based on local context and requirements.
