



पूर्णतः सहकारी स्वामित्व  
Wholly owned by Cooperatives  
Paradeep Unit

# Indian Farmers Fertiliser Cooperative Limited

Paradeep Unit

No: PDP/P&A/Welfare/Shoes /2024

February 13, 2024

## C I R C U L A R

**Sub- Issuance of Safety Shoes/Socks to eligible employees/IFFCO Trainees for the block period 01.01.2024 to 30.06.2024**

Safety Shoes/Socks will be issued to the eligible employees and IFFCO Trainees for the block period 01.01.2024 to 30.06.2024 from Plant Guest House (Welfare Section) as per schedule given below:

S No.	Date	Time (Between)	Sl. No. (From – To)
01	14.02.2024	09:30 AM to 12:30 PM & 14:30 PM to 17:00 PM)	Sl. No.001 to 300
02	15.02.2024	09:30 AM to 12:30 PM & 14:30 PM to 17:00 PM)	Sl. No. 301 to 600
03	16.02.2024	09:30 AM to 12:30 PM & 14:30 PM to 17:00 PM)	Sl. No. 601 to 900
04	17.02.2024	09:30 AM to 12:30 PM	Sl. No.901 to 1056

Employees, working in the following sections/ departments are eligible for safety shoes:

1. **Production Dept:-** Transportation, SAP Process, PAP Process, DAP Process & PH(Bagging).
2. **Utilities Dept:-** Offsites, Power Plant & Port Operation (Shipping).
3. **Maintenance Dept:-** Port Operation, Mechanical (PP), Inspection, Electrical, Instrumentation, Civil, PH-(MH), DAP Mech, PAP Mech, SAP Mech, Central Workshop, Mech.(Offsites) & Mech.(Planning)
4. **Technical Services Dept:-** Process Engineering, Gen. Engg. Services, F&S, Laboratory, E&PC & Training Section.
5. **Material Dept:-** Stores.
6. SAP-III (Project) & Nano Lab.

All employees / IFFCO trainees are requested to collect their safety shoes from Plant Guest House (Welfare Section) as per schedule given above.

The following categories of persons will not be eligible for issuance of Safety Shoes/Socks.

1. Employee/ trainees, who were absent and /or were on LWP for more than 1/3<sup>rd</sup> of preceding block period (i.e. 1<sup>st</sup> July'2023 to 31<sup>st</sup> December' 2023).
2. Employees who have resigned from IFFCO, whether relieved or not are not eligible.

Cooperation is solicited from all concerned.

*K Mohan Rao*  
13/02/2024

K Mohan Rao  
Jt. General Manager (P&A)

**Distribution:**

SGM/GMs/JGMs/DGMs  
HODs/SHs, DM(Coord.) to Unit Head  
President & Gen Secretary – IEU/IOA – Paradeep Unit  
All Notice Board.