

**CIRCULAR**

No. PDP/P&A/Pers/2022

13.04.2022

**Sub: Over-Speeding, Wearing Crash Helmet & abiding traffic rules while riding two/four wheelers within the Plant and Township premises.**

This is in continuation to our various circulars already issued advising all the employees and their dependents to avoid over speeding, wear Crash Helmet & abiding traffic rules while riding two wheelers/ four wheelers within the plant and Township premises.

It has been noticed that some of the employees and their dependents, who are learning driving are not doing so cautiously / without proper supervision, which may compromise the safety of others. Also, it has been observed that some dependents are over speeding & driving on the wrong side of the road. This is in contravention to traffic rules and also not in the interest of Safety of the employees, workmen and their dependents.

In view of above, it has been decided that henceforth, if any employee or his/her dependent family member is found violating the above norms, Security will impose fine of Rs.1000/- for violation and also the vehicle shall be seized.

A special cognizance of frequent and habitual defaulters will also be taken leading to severe corrective measures. This will be implemented with immediate effect and Security is authorized to take further action in the matter accordingly.

All concerned, are therefore once again requested to strictly adhere to the above norms for their own safety and safety of township residents.

Cooperation from all employees & dependents is solicited.

This is issued with the approval of the Competent Authority.

*A K Mall*  
19/04/22  
A K Mall

Jt. General Manager (P&A)

**Distribution:**

SGM(F&A)/GMs/JGMs/DGMs/Sec Heads

DM (Coord.) to Sr.Executive Director

President/Secretary, IEU/IOA

All Notice Boards

CSO – To ensure strict compliance