



पूर्णतः सहकारी स्वामित्व
Wholly owned by Cooperatives
Paradeep Unit

IFFCO/Pdp/P&A/2021

April 1, 2021

C I R C U L A R

Sub: Guidelines to be followed by employees and township residents to successfully combat COVID-19

With the onset of 2nd wave of COVID-19, it is imperative to take necessary precautions in order to safeguard our society and its residents. In this context, employees & Township residents are advised to adhere to the following guidelines as highlighted below:-

1. Mandatory wearing of face cover by all employees & residents in all places. Non adherence of the same shall attract fines for employees, dependents/ family members.
2. Social distancing with a minimum distance of 6 feet to be followed at all times in all public places like Township Market, Club, and Cooperative Store etc.
3. Unnecessary movement of individuals may be restricted except for medical emergencies / essential activities.
4. Religious functions like marriages etc. in Township shall be conducted as per the COVID guidelines.
5. Visitors / Guests / Relatives / Employees coming from Outside State will be allowed entry into Township only upon production of COVID negative report that has been undertaken within 72 hrs.
6. Security is advised to announce on PA system regarding the aforementioned guidelines in Township.
7. Security is also advised to check the temperature of residents/ visitors etc entering Township.

Any employee/ resident not adhering the above mentioned guidelines shall be penalized as per the provisions of Epidemic Diseases Act, 1897 & COVID-19 regulations, 2020.

Full support and cooperation of all is solicited towards successful fight against COVID-19.

A K Mall
01/04/21

A K Mall
Jt. General Manager (P&A)

Distribution:

SGM (F&A)/GM (Maint & Utility)/JGMs / DGMs / Sec-Heads
DM (Coord.) to Executive Director
President / Secretary, IEU & IOA
All residents of township