



पूर्णतः सहकारी स्वामित्व  
Wholly owned by Cooperatives  
Paradeep Unit

IFFCO/Pdp/P&A/2020

2nd June, 2020

## CIRCULAR

### **Sub: Guidelines to be followed by employees and township residents during Unlock 1.0**

In reference to our earlier circular dated 01.06.2020 on the above cited subject, wherein the Union Ministry had declared a set of guidelines to be followed during Unlock 1.0, now the State Govt. in pursuance to the order of Ministry of Home Affairs, Govt. of India has set certain stipulations effective till 30.06.2020 (Order No. 3057/R&DM (DM) dated 01.06.2020(copy attached)). Employees & Township residents are advised to adhere to the relevant guidelines during this period as highlighted below:-

1. Religious places / places of worship, gymnasium, assembly halls and swimming pool for public shall remain closed.
2. Mandatory wearing of face cover by all residents in all public, work places and during transport.
3. Social distancing to be followed at all times in all public places.
4. Public Gatherings/ congregations of more than 7 persons are prohibited.
5. Spitting in Public & work places is punishable with fine.
6. Consumption of liquor, paan, gutka, tobacco etc. in public places is not allowed & fines will be imposed on violators.
7. There shall be no restriction on interstate and intra state movement of persons.
8. The movement of individuals shall remain prohibited between 7 pm to 5 am, except for essential activities.
9. Shutdown shall be imposed on all Saturdays and Sundays till 30.06.2020. During this shutdown employees will attend their duty as per their shift schedules as industrial establishments are under exempted category.
10. The quarantine period for returnee(s) to the State shall be limited to 14 days.
11. Persons above 65 years of age, persons with co-morbidities, pregnant women and children below the age of 10 years must stay at home except for meeting essential requirements or for health purposes.

12. Residents taking services of domestic help must ensure that they undergo medical checkup at Township Hospital and ask them to submit self-declaration form regarding no symptoms of COVID-19 at Security Gate 1 on daily basis.
13. Installation of *Aarogya Setu* application on mobile phones and regularly updating of health status in the app.

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

*A K Mall*  
02/06/2020  
A K Mall  
Jt. General Manager (P&A)

Distribution:

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