

**IFFCO  
PARADEEP UNIT**

**FIRE & SAFETY DEPARTMENT**

**Dt.11.02.2017**

**Sub: 46<sup>th</sup> National Safety Week Celebration-2017**

IFFCO Paradeep Unit is celebrating **46<sup>th</sup> National Safety Week - 2017** for inculcating safety awareness and its communication to all employees and contractor's personnel working at IFFCO Paradeep Unit. In this context, the following safety promotional activities shall be organized during this week.

All employees, their dependents & Contractor workers are requested to participate in these activities for developing safety awareness in all their work activities.

<b>DATE</b>	<b>PROGRAMME</b>	<b>VENUE</b>
4 <sup>th</sup> March (Saturday)	<b>INAUGURATION CEREMONY</b>  Hon'ble Unit Head will unfurl safety flag & administer safety pledge.  <b>Time: 08:10 AM</b>	Open Area, Near Product Silo (In front of DAP Train-A)
	<b>Essay Competition for Employees.</b>  <b>Topic :</b> "Leadership in safety enhances business sustainability" सुरक्षा के क्षेत्र में कुशल नेतृत्व व्यापारिक निरंतरता प्रदान करता है । <b>Time : 3.00 PM</b>	Training Hall (Old Administrative Building)
	<b>Essay Competition for Students (9<sup>th</sup> to 12<sup>th</sup> std.)</b>  <b>Topic :</b> "Importance of Electrical Safety in daily Life" " दैनिक जीवन में विद्युत-सुरक्षा का महत्व" <b>Time : 3.00 PM</b>	DAV School
6 <sup>th</sup> March (Monday)	<b>Painting Competition for dependent children of four categories.</b> Category – 1 (For Standard 1 <sup>st</sup> to 3 <sup>rd</sup> ) <b>Topic : "Road Safety"</b> <b>Time : 3.00 PM</b> Category – 2 (For Standard 4 <sup>th</sup> to 6 <sup>th</sup> ) <b>Topic : " Safety in Playground"</b> <b>Time : 3.00 PM</b> Category – 3 (For Standard 7 <sup>th</sup> to 9 <sup>th</sup> ) <b>Topic : "Safety in use of Electronic gadgets"</b> <b>Time : 3.00 PM</b> Category – 4 (For Standard 10 <sup>th</sup> to 12 <sup>th</sup> ) <b>Topic : "Your Safety is in your hands"</b> <b>Time : 3.00 PM</b>	DAV School

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PARADEEP UNIT**

Contd..	Plant / Maint. in charge to deliver safety talks in their respective plant followed by demonstration on use of B.A. Set & Fire Extinguisher by F&S department. <b>Time: 09.30 AM</b>	DAP, BAGGING PLANT, Energy Center, AFBC Boiler & CHP
	<b>Safety Slogan Competition for Employees:</b> (Participants except Fire & Safety personnel may deposit slogans in prescribed format at F&S department till 6 th March 2017 by 5.00 PM.) <b>(Slogan box is kept only in Fire &amp; Safety Office)</b>	F&S Office (SAP Mechanical Building)
	<b>Safety Slogan Competition for Contractor workers.</b> slogans in prescribed format may be deposited at F&S department till 6 th March 2017 by 5.00 PM.) <b>(Separate Slogan box is kept in Fire &amp; Safety Office)</b>	
7 <sup>th</sup> March (Tuesday)	<b>Safety Essay Competition for dependent Ladies.</b> <b>Topic :</b> "Importance of First –Aid at Home" <b>"घर में प्राथमिक उपचार का महत्व"</b> <b>Time: 3.00 PM</b>	Guest House- Training Hall
	Plant / Maint. in charge to deliver safety talks in their respective plant followed by demonstration on use of B.A. Set & Fire Extinguisher by F&S department. <b>Time: 09.30 AM</b>	PAP, SAP, Central Workshop, Central Laboratory & Central Store
8 <sup>th</sup> March (Wednesday)	<b>Safety Quiz Competition for Employees</b> <b>Time: 3.00 PM</b>	Training Hall (Old Administrative Building)
	Plant / Maint. in charge to deliver safety talks in their respective plant followed by demonstration on use of B.A. Set & Fire Extinguisher by F&S department. <b>Time: 09.30 AM</b>	DM Plant, Ammonia Storage Area & Port Jetty
9 <sup>th</sup> March (Thursday)	Demonstration of Fire Extinguisher by F&S department. <b>Time: 09.30 AM</b>	Estate Office/ Shopping centre.
10 <sup>th</sup> March (Thursday)	Concluding Ceremony & Prize distribution. <b>Time: 4.00 PM</b>	Guest House Conference Hall

All employees & contractor workers are requested to observe safety week and spread the message of safe working as well as take part in the above competitions to make the working place safe & to achieve **"ZERO ACCIDENT GOAL"**.

-sd-  
(J.P. Srivastava)  
JGM (Env. & Safety)

**CC:**

**Unit Head:** For kind information  
All GMs / JGMs /HODs / Sectional Heads.  
All Notice Boards.

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**46<sup>th</sup> National Safety Week Celebration- 2017**

**Subject: Guidelines for Safety Essay, Quiz, Painting & Slogan Competitions.**

**A- Guideline for Safety Essay for Employees & Dependant Ladies & Students :**

Language: **ODIA** or **ENGLISH** or **HINDI**

Duration : 45 minutes.

**B- Guideline for Paintings (for students of all 4 categories)**

Drawing sheets (A-4 / A-3 size) shall be provided to participants.

Painting materials (colour pencils, colors etc.) are to be brought by the participants.

**N.B.: - PARTICIPANTS ARE REQUESTED TO REGISTER THEIR NAMES WITH FIRE & SAFETY OFFICE FOR ABOVE COMPETITIONS. (Intercom- 4680 & 4673)**

**C- Guidelines for Safety Slogan (Odia/Hindi/English):**

**(Note- Last date of submission of slogan to F&S deptt. is 6<sup>th</sup> March'17 by 5 PM.)**

1. Slogan should be either in Odia, English or Hindi. Maximum number of slogan to be given in each language is **one** only.
  2. The name, personal no., section / department / contract agency contractor workers should be written on the paper.
  3. Slogan should be neatly written on paper (**A-4 Size only**) as per prescribed format, given below:
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**Safety Slogan Format**

**SAFETY SLOGAN COMPETITION (4<sup>th</sup> March 2017)**

- 1 Name:
- 2 P. No-
- 3 Section / Deptt / Contract Agency
- 4 Language (Odia / Hindi / English)

Signature

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