



पूर्णतः सहकारी स्वामित्व
Wholly owned by Cooperatives
Paradeep Unit

IFFCO/Pdp/P&A/2020

18th May, 2020

CIRCULAR

Sub: Guidelines to be followed by employees and township residents during extended lockdown period

Ministry of Home Affairs, Govt. of India vide its Order No. 40-3/2020-DM-I(A) dt. 17th May 2020 (Copy attached) has extended the nationwide lockdown till 31st May, 2020 with certain restrictions based on risk profiling of districts into Containment, Buffer, Red, Orange and Green zones. Hence, all employees and the township residents are strictly advised to follow the below mentioned guidelines during this period:

1. Notwithstanding the various relaxations, it is advised to remain indoors unless necessitated by essential duty/ work.
2. Mandatory wearing of face cover by all residents in all public and work places.
3. Social distancing to be followed at all times in all public places.
4. The movement of individuals for all non-essential activities shall remain prohibited between 7 pm to 7 am. Gathering of 5 or more persons at public places is not permitted.
5. 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.
6. The return of stranded employees, their wards and dependents will be governed by the Revenue & Disaster Management Dept, Govt of Odisha Order No. 2232 dt 19 April 2020 (attached). Residents whose dependents are coming to township from outside states they must register online (<https://covid19.odisha.gov.in/>) and inform P&A Dept. simultaneously. In this light, employees are advised to refrain from inviting guests, visitors and relatives till such time the situation improves.
7. 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.
8. Spitting in Public & work places is punishable with fine.
9. Consumption of liquor, paan, gutka, tobacco etc. in public places is not allowed & fines will be imposed on violators.

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

A K Mall

A K Mall

18/05/2020

Dy. General Manager (P&A)

Distribution:

GM (F&A)/JGMs / DGMs / Sec-Heads

AM (Coord.) to SGM

President / Secretary, IEU & IOA

All residents of township