

Action taken report against COVID-19

M/s GMDC LTD.

Shivrajpur manganese mines,

Introduction:- Corona virus is a very serious global infection disease outbreak nearly 30 lac cases and around 2 lac deaths world wide as on date. This virus has been spread from china in the city of Wuhan. This virus is reached at india and first case reported in Kerala.

GMDC Manganese Project Shivrajpur is taking all necessary steps to ensure that we are prepared well to face the challenge and threat posted by the growing pandemic COVID-19 the Corona Virus, with the active support of the Employees, Security Gurads and Other Labors of GMDC Shivrajpur. The main step which has been taken seriously are as under:-

1. Gmdc ltd. Corporate office HR department had cancelled celebration of **“Women International Day”** on dated 08.03.2020 vide order no. GMDC/HR/ 5503/2019 on dated 06.03.2020. Considering to Covid-19 infection and also issued a advisory notice vide letter no. GMDC /HR/5535/19-20 on dated 07.03.2020. to with draw finger biometric attendance and use only face sensing biometric attendance in view of spreading of corona virus.

Staff using face sensing biometric attendance at time office
In Shivrajpur manganese mines shown below:



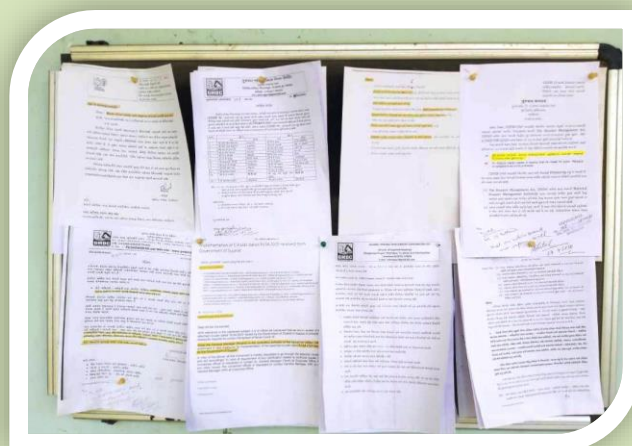
2. As per Govt of Gujarat Healthy& Family Department notification no. GP/9/NCV/SF-1/G on dated 13.03.2020. Regarding covid -19 , Shivrajpur

project had decided on 17.03.2020. to purchase and distribute face mask and hand sanitizers to all staffs and also informed to all contractors / securities supervisor to provided masks and sanitizers to their staff during working period.

The use of PPE by staff in mines office is shown below:



3. Gmdc head office had issued a circular no. GMDC/HR/ 5806/2019-20 . on dated 19.03.2020. Regarding awareness of covid -19 . Also Dos and Don'ts guideline for novel corona virus was circulated to all project employees as well as kept on notice board .



4. As per collector & DM of Panchmahal public notice , avoid gathering and use of video conference, unnecessary travelling and official tour avoid post registry etc.
5. **Janta Curfew** :- As per appealed by Honorable PM of India on 22nd March 2020 (From 7.00 PM to 7.05.) to all civilian of nation to come together and ringing bells, Thali, clapping etc from your home to salute and gratitude to all our fighters like health workers security personal , cleaning staff, media persons etc . Project had inform to all employees/contractors workers to participate in this “Janta Curfew” with maintaining discipline of social distance.



6. Based on Govt. of India notice no. 11013/9/2014-estt. A III on dated 17.3.2020. Govt. of Gujarat has declared an advisory on dated 18.03.2020. vide latter no. circular /Parach-102020501 T on dated 21.03.2020. to restrict spreading of Covid -19 in society 50% staff of class -2to 4 will perform their duty on rotational basis and remain will work from home .

Accordingly Shivrajpur manganese mines has issued circular/ office order to attend alternate day duty to class-2 to 4 employees for avoiding spreading of virus .

Seeing the typical condition of India, Honorable PM had declared 21 days lock down from 24th march 2020 to 14 April 2020. 24:00 to breaking the covid -19 infection cycle.

According to nation lockdown, Shivrajpur manganese mines had called an emergency meeting at project office and decided to release all manpower and only essential staff will perform their duties.

7. Again based on Gov. of India notice on dated 15.04.2020 Govt. of Gujarat has declared an advisory on dated 16.04.2020. Vide latter no. circular /Parach-102020501 T on dated 16.04.2020.. to restrict spreading of Covid - 19 in society 33% staff of class -2to 4 will perform their duty on rotational basis and remain will work from home . All employees shall maintain social distance.

Accordingly Office order has been issued on dated 20.04.2020.and inform to all employees through what shop / telephonic message.

8. **As per DGMS circular no. DGMS / General circular/01, dhanbad on dated 30.3.2020.** Shivrajpur manganese mines has circulated an SOP to be followed as precautionary measures against the spread of Novel Corona virus . to contain the spread of covid-19 , it needs to be ensured that the mines workers, officials and others engaged in mining activity to takes adequate precautions so that they do not get infected and do not become a medium to the spread of the corona virus .

To maintain the Social distance lime marking has been done at crowded place, which is shown below

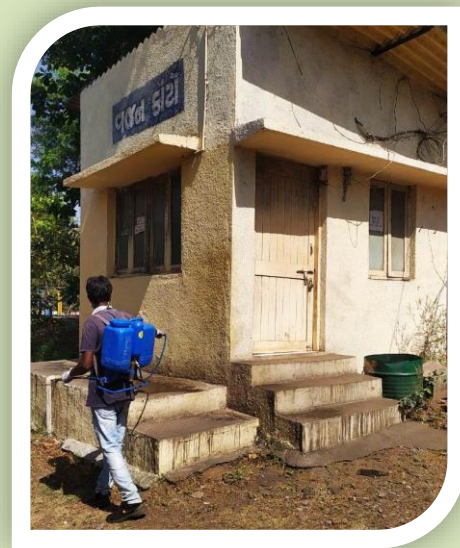


9. Disinfection of office building & furniture's

Corporate Office has provided the following material for sanitization so as to curb the spread of Covid-19.

- AB Cleaner – Hand Sanitizer Gel – 5 Ltr Packing
- BACTODEX PLUS - 5 Ltr Packing
- CLODET ODR – 50 Ltr
- Face Mask: Surgical Mask and Cloth Mask
- Hand Gloves

As per Guideline of DGMS / Sr. GM (tech) / GM (Environment) as well Gov. of India/Govt. of Gujarat circular to prevent the covid-2019 sanitizing work has been started daily basis by constituted a committee in Shivrajpur manganese mines .



10. Corporate Social Responsibility (CSR)

Sanitization of Shivrajpur Village: With co-ordination of Shivrajpur Village Sarpanch, Shivrajpur Project has carried out Sanitization work in Shivrajpur Village by engaging department water tanker.



11. Contribution in CM Relief/ PM Relief funds .

GMDC Ltd has contributed Rs 29.00-/ lac of one day salary of all employees and 25 crore In chief minister's Relief funds as social responsibilities. Some employees of Shivrajpur manganese mines has also contributed individually in PM relief funds.

We will win this war with support of Government and civilians.

Project in charge

Manganese Project Shivrajpur

Thank you