

NATIONAL SEEDS CORPORATION LIMITED
NEW DELHI – 110012

No.37(1)/06-HR/NSC

Dated: 20.03.2020

CIRCULAR

Sub: Preventive measures to be taken to contain the spread of COVID-19 by Central Public Sector Enterprises (CPSEs).

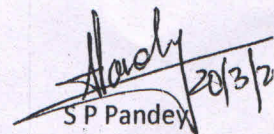
In order to contain the spread of Novel Corona virus (COVID-19), Department of Personnel & Training (DOPT), GOI has advised immediate implementation of Certain preventive and precautionary measures vide their O M dated 17/03/2020 and further directions of Department of Public Enterprises issued vide OM dated 19/03/2020 in respect of Central Government Departments (copies enclosed). These measures are also required to be extended to all the CPSEs. Accordingly, it has been directed that all Heads of CPSEs are required to scrupulously implement these instructions immediately.

The Central State Farms are located in remote locations with thin populated density with residential accommodation within campus and the staffs are already in isolated locations. Moreover at present harvesting process of Rabi Season is in progress followed by post harvesting activities to maintain the quality of seeds. However following instructions has to be issued and ensured by Farm Heads to avoid crowding in their respective office, Plants, Workshop etc.

1. All field staff to be instructed to attend their fieldwork daily directly from their residence.
2. To avoid social gathering of every kind.
3. Tour and travelling should be reduced to minimum and should be undertaken only in emergency and exigencies.
4. Use of public transport should be avoided at the most.
5. Ensure providing of Soap /Sanitizer at workplace of hands with running water in washroom.
6. The field staff should remain in contact with their seniors by telephone/Videoconferencing as and when required.

The above shall be ensured upto 04.04.2020 or till further orders.

This issues with the approval of Competent Authority


S P Pandey
Asstt. General Manager (HR)

Distribution:

1. Director (Finance)/Director (Commercial), NSC, Corporate Office.
2. All Farm Heads, NSC.
3. All Head of Departments, Corporate Office.
4. PS to CMD.
5. IT cell for uploading on NSC's website.
6. Guard file.