


12th May 2020

CIRCULAR
BMM ISPAT LIMITED

- 1) It is to inform that, wearing mask, maintaining physical distance and following all Covid-19 guidelines is made very compulsory and any violation in this regard will be penalized with Rs.500 (Five hundred) and leads to disciplinary actions.
- 2) Two Wheeler riders are hereby informed to wear helmet compulsory and to ride with allowed speed limits in industrial premises. If any violation in this regard will be penalized with Rs.500 (Five hundred) and leads to disciplinary actions.
- 3) Any Safety violations inside the premises will lead to Rs.500 (Five thousand) penalty and lead to disciplinary actions.
- 4) Entering premises with influence of alcohol / drunken condition will leads to disciplinary action with penalty of Rs. 1000 (One thousand) and suspension of employment for 15 days for the first time and leads to termination from 2nd instance onwards.
In case of visitors/ contractors enters with influence of alcohol / drunken condition, penalty of Rs.1000 (One thousand) and termination of contract if repeats/severe in nature.
- 5) Employees or contract employees walking inside the premises has to follow the left side of the road and walking in scattered manner / in haphazard manner on road will lead to the disciplinary actions.
- 6) Arguments with Service personnel like HR, Administration, Security, Safety department, Hospital/health dept. staff will leads to serious disciplinary actions such as suspension/termination.
- 7) Any violations inside the premises / with regards to any wrong practices may be informed through observations@bmm.in with photographs as proof and the identity of the person who sends will be kept confidential.

This circular is applicable to all Employees/Contract Employees/Contractors/Visitors.


VVV Raju
Executive Director & CFO