

Appendix-II

Compliance to National Directives for COVID-19 Management and Standard Operating Procedure for Social Distancing

We, on behalf of "Forcyst Engineering LLP" hereby confirm that we will comply to the national directives for COVID-19 management and the standard operating procedure for Social Distancing for Offices, Workplace, Factories and Establishments as per the GoM guidelines vide notification no. DMU/2020/CR.92/DisM-1, dated 2nd May 2020 and 3rd May 2020, and any further addendum to the notification. We also certify that we will comply with the below mentioned conditions:

1(i).	All areas in the premises will be disinfected using user friendly disinfectant medium (including below mentioned): a. Entrance Gate of Building, Office, etc. b. Cafeteria and canteens c. Meeting room, Conference halls/ open areas available/ verandah/entrance gate of site, bunkers, porta cabins. building etc. d. Equipment and lifts. e. Washroom. toilet, sink; water points etc. f. Walls/ all Other surfaces
(ii).	In phases, water supply to all wash basins will be replaced by foot operated taps for all common / public areas of premises
2(i).	For all employees requiring transport, special transportation facility will be arranged.
(ii).	These vehicles will be operating with 30-40% passenger capacity only
3(i).	All vehicles entering the premise will be mandatorily disinfected by spray
(ii).	All the machinery entering the premise will be mandatorily disinfected by spray
4	Thermal scanning of everyone entering and exiting the work place will be done mandatorily
5	Medical insurance for the workers will be provided mandatorily
6	Sufficient quantities of hand wash and sanitizer (preferably with touch free mechanism) will be provided at all entry and exit points and common areas for employees to disinfect themselves
7(i).	One-hour gap between shifts will be provided to ensure social distancing
(ii).	Lunch break will be staggered for employees in small batches, to ensure social distancing in canteens, etc.
8(i).	Large gatherings will be prohibited, and meetings of 5 or more people will not be encouraged
(ii).	Seating arrangement will be such that each person is at-least 6 feet apart from others, on job sites and in gatherings, meetings and training sessions.
9	More than 2 persons will not be allowed to travel in lifts or hoists (depending on size).
10	Use of staircase for climbing will be encouraged

11	Gutka, tobacco, liquor etc. will be strictly banned and spitting will be strictly prohibited
12	Entry of non-essential visitors will not be permitted at the sites
13	List of all nearby hospitals / clinics authorized to treat COVID-19 patients will be available at work place at all times
14	Wearing of face cover will be compulsory for all persons on premises
15	All persons in charge of work place and transport will ensure social distancing at all times, as per the guidelines issued by Ministry of Health and Family Welfare
16	Following persons will be encouraged to work from home (i) Persons above 65 years of age (ii) Persons with co-morbidities (iii) Parents of children below the age of 5
17	Mandatory sanitization of work place and vehicles will be carried out between shifts
18	Frequent cleaning of common surfaces and hand washing for employees will be mandated
19	Intensive communication and training on good hygiene practices will be taken up
20	Use of Arogya Setu app will be encouraged for all employees
21	At the time of submission of application, work place is not in containment zone, and work place will not be operational if the said area is declared as a containment zone
22	No employees from containment zone will be permitted to commute to work place
23	Quality accommodation will be provided, which will have basic facilities of health and hygiene (toilets, bathrooms, kitchen facility), space provided for each person should be able to maintain minimum of 6 feet distance during rest time (sleeping) and also during movement. (Thumb rule: 100 -125 sq ft / person)

We, on behalf of Forcyst Engineering LLP hereby declare that all the details provided in this confirmation are accurate to the best of our knowledge and belief.

We also acknowledge that we have read and understood the penal provisions as mentioned under MHA guidelines dated 1st May, 2020 (Annexure II) and the penal provisions as mentioned under GoM guidelines dated 2nd May, 2020 (Annexure II), in case of violations, if any.

We further declare that, all provisions mandated under Annexure I of the GoM guidelines dated 2nd May, 2020 will be duly complied with.