

U.T. Administration of  
Dadra & Nagar Haveli and Daman & Diu,  
(Law Section),  
Collectorate, Dadra & Nagar Haveli.

No. ADM/LAW/23/2020/PART-VII/1841

Silvassa Date: 21/05/2020

**ORDER**

In the wake of outbreak of COVID-19, the Central Government had ordered Total Lockdown of 21 days from 25<sup>th</sup> March, 2020, with exemptions to certain offices and industries producing essential commodities and their ancillaries in order to contain the spread of said virus.

Since, the COVID-19 cases has increased the Central Government has extended the Lockdown till 31<sup>st</sup> May, 2020. However, as per the Order No. 40-3/2020-DM-I(A) dtd. 15<sup>th</sup> April, 2020, issued by the Union Home Secretary, Ministry of Home Affairs, Govt. of India, the District Administration has been empowered to practice Select Additional Activities, wherein certain offices, workplaces, factories and establishments may be permitted to operate in order to mitigate the hardship faced by the public subject to compliance with the preparatory arrangements with regards to social distancing in the above mentioned works places.

In view of the above Order dtd. 15<sup>th</sup> April, 2020, many applications for grant of permission to operate Industries were received by this Office.

Therefore, after closely screening the said Applications, the Industries mentioned in **Annexure – I**, attached herewith are hereby granted permission subject to the following conditions.

1. The Industry shall work only with the labours and employees in Dadra & Nagar Haveli. **NO EMPLOYEES / LABOURERS FROM THE AREAS OUTSIDE OF DADRA & NAGAR HAVELI ARE ALLOWED.**
2. All areas in the premises including the following shall be disinfected completely using user friendly disinfectant mediums:
  - 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.
3. For workers coming from outside the industrial unit's campus, special transportation facility with prior approval will be arranged without any dependency on the public transport system. These vehicles should be allowed to work only within 30-40 % passenger capacity.
4. All vehicles and machinery entering the premise should be disinfected by spray mandatorily.
5. Medical insurance for the workers to be made mandatory.
6. Provision for hand wash & sanitizer preferably with touch free mechanism will be made at all entry and exit points and common areas. Sufficient quantities of all the items should be available.



*[Handwritten Signature]*

P.T.O.

7. Large gatherings or meetings of 10 or more people to be discouraged. Seating at least 6 feet away from others on job sites and in gatherings, meetings and training sessions.
8. Not more than 2 / 4 persons (depending on size) will be allowed to travel in lifts or hoists.
9. Use of staircase for climbing should be encouraged.
10. Hospitals / clinics in the nearby areas, which are authorized to treat COVID-19 patients, should be identified and list should be available at work place all times.
11. Any addition or reinforcement of workforce has to be duly informed to the District Administration for approval and passes have to be obtained before allowing them in the industries.
12. Every Industrial unit should have an Incident Management Team led by the Factory Manager / In-charge responsible for managing the situation on daily basis. Utmost and unprecedented measure have to be taken to stop the spread of Coronavirus across all sites. The Factory Manager / In-charge details and mobile number has to be provided to the District Administration.
13. Biometric attendance system should be withheld and strict protocols on social distancing and hygiene at the work place / gatherings shall be followed.
14. The Industrial unit shall do thermal scanning of all employees / visitors / drivers / transporters / representatives at the entry and exit points.
15. All the industrial workers / employee have to download the "Arogya Setu" mobile app in their mobile phones and the Bluetooth of the mobile phones will have to be activated always. The factory manager shall give details of the employees having mobile phones and the mobile app downloaded.
16. Industry is responsible to provide face masks to all the workers and ensure that the workers wear the masks the moment they step out their houses during travel and while working in the factory.
17. Wearing of face cover / mask is compulsory in work places.
18. Sufficient provisions have to be made for frequent hand washing and supply of soap / hand wash and sanitizers to be provided for all the workers by the industry. It should be made available at entry / exit points and common areas. Frequent hand washing should be mandated.
19. Cleaning and sanitation of the entire premises to be done at least three times a day and between shifts.
20. Industry should ensure a gap of one hour between shifts and should have staggered timing for lunch breaks for workers and employees of different units in the industry. There should not be any overlapping shifts.
21. The vehicle used for the purpose of transportation of workers have to be parked inside the premises. There should not be any unnecessary movement of such vehicles on roads.



22. Industrial workers residing in nearby areas will be allowed to go to the industries by walk. The workers going by walk should maintain the social distance and should always carry the pass issued by the concerned industry. No workers without valid pass shall be allowed.
23. Maintain minimalistic footfall in factory. There should be a total ban on non-essential visitors to the industry.
24. Large meetings to be prohibited.
25. If meeting is unavoidable, it should be of less than 5 in number and seating at least 6 feet away from others.
26. Each industry should have a designated areas as isolation area to confine any person developed / having symptoms till such time they are not transported out to the medical facility. All such cases have to be informed immediately to the Director, Medical Health Services, D&NH and D&D.
27. Workers should be advised to stay at home in case if any worker has any of the symptoms viz. coughing, headache, fever, body ache, shortness of breath, nasal congestion, runny nose, and sore throat etc., and shall report to the health authorities immediately.
28. Workers should be advised to not to spit in open places, work areas and other public places and also informed about the ill effected consuming tobacco products. Use of gutka, tobacco etc. should be prohibited.
29. Intensive communication and training on good hygiene practices among the workers / employees have to be done by the industry.
30. All payments of wages / salaries to Industrial employees, Contract worker and laborers to be ensured by the 5<sup>th</sup> of every month. It is the responsibility of the industries to ensure timely payments.
31. Necessary reports shall be submitted by the industrial authorities on a daily basis in the online portal developed by the Administration.

Any Industry which falls in the Containment Zone shall be treated as suspended.

Any Industry found in contravention shall be subjected to penalties decided by this Office vide its various Office Orders.

This is issued with the approval of the Sub Divisional Magistrate / RDC(S), D&NH.



*(Handwritten Signature)*

(D. R. Damania),  
Superintendent (Collectorate),  
Dadra & Nagar Haveli.

To,  
All Concerned as per Annexure – I.

Copy to:

1. Secretary (Industries), D&NH and D&D, Daman.
2. Superintendent of Police, D&NH, Silvassa.
3. Labour Enforcement Officer, D&NH, Silvassa.
4. Asstt. Director (I.T.), D&NH, Silvassa, for uploading on the U.T. website.
5. P.A. to District Magistrate / Collector, D&NH, Silvassa.
6. P.A. to Sub Divisional Magistrate / RDC(S), D&NH, Silvassa.

| Sr. No. | Industry Name                 | Address   |
|---------|-------------------------------|---|
| 1.      | Ashirvad Corporation Business | Plot No 11 Survey No. 113/2/11, Tirupati Industrial Estae, 66 Kva Road, Amlil Silvassa, Dadra & Nagar Haveli,   |
| 2.      | Central Plast                 | Gala No. 2, 4 And 6a, Krishna Industrial Estate, Amlil, Silvassa.   |
| 3.      | Host International Pvt Ltd    | Gala No.05 & 105, Glomore Industrial Estate, Demni Road, Dadra,   |
| 4.      | Inline Projects               | Audax Protective Fabric Pvt Ltd, Perzai, Kheradi, 396230, Khanvel, Dadra Nagar Haveli   |
| 5.      | Kapeesh Filament Pvt.Ltd      | Plot No.219/3/3 Village Dadra, Near Dadra Check Post D&NH - 396193  |
| 6.      | Mahaveer Yarns Pvt Ltd        | Survey No 260/3/3, Demini Road Dadra  |
| 7.      | Maitry plastics               | Survey no.242/6/1, Demni Road, Dadra  |
| 8.      | M V Plastics                  | Gala No. 1, 3a & 5, Krishna Industrial Estate, Amlil, Silvassa.   |
| 9.      | Sabari & Company              | Survey No.144/1/2, Plot No.14, 15, 16, Athal Industrial Estate, Village Athal.  |
| 10.     | Smcc Construction India Ltd.  | C/O, Mcpp India Pvt.Ltd. Plot No 26, Navnit Shah Industrial Estate, Survey No. 259/1, Village: Dadra, Union Territory Of Dadra & Nagar Haveli, Silvassa- 396230 |
| 11.     | Thermal Systems & Engineers   | Survey No. 220/1/4/3 Behind Ram Ratna Wires, Near Check Post, Dadra   |
| 12.     | T V Plastics                  | Gala No. 3, 4a & 6, Krishna Industrial Estate, Amlil, Silvassa.   |
| 13.     | Vaibhav Laxmi Filaments P Ltd | Plot No 219/3/2 , Village Dadra, Near Dadra Check Post, Dadra And Nagar Haveli.   |



*(Handwritten Signature)*

(D. R. Damania),  
Superintendent (Collectorate),  
Dadra & Nagar Haveli.