

PROPOSED SOPs FOR SAFE OPERATION OF FACTORIES

A. TO BE FOLLOWED BY SECURITY:

1. ONLY ONE ENTRY/EXIT GATE
2. TEMPERATURE SCREENING AT FACTORY GATE. ANYONE WITH TEMPERATURE READING ABOVE 38 NOT TO BE PERMITTED INSIDE.
3. HAND SANITIZERS TO BE PLACED AT ENTRANCE AND NO ONE ALLOWED TO ENTER WITHOUT ITS USE.
4. ALL CARS ENTERING PREMISES TO BE DISINFECTED.
5. GUARDS TO WEAR FACE MASKS AND WASH HANDS WITH HAND SANITIZERS EVERY 2 HOURS.
6. NO NON-ESSENTIAL OR EXTERNAL VISITORS PERMITTED UNLESS CALLED BY SENIOR PERSONNEL.

B. TO BE FOLLOWED BY HOUSEKEEPING:

1. SANITIZATION OF PREMISES BEFORE START OF WORK AND AT LEAST ONCE DURING THE DAY.
2. FREQUENT CLEANING OF COMMON SURFACES SUCH AS DOOR HANDLES, TAPS, TOILETS, ETC.
3. FREQUENT CLEANING OF EQUIPMENT, ESPECIALLY THOSE WHICH ARE USED BY MULTIPLE PEOPLE.
4. DISINFECTION OF CABINS, MEETING ROOMS, CANTEENS, WASHROOMS, TOILETS, ETC. AT LEAST TWICE A DAY.

C. TO BE FOLLOWED BY EMPLOYEES:

1. MASKS TO BE WORN AT ALL TIMES.
2. NO SPITTING ALLOWED.
3. ADDICTIVE ITEMS SUCH AS PAAN, GUTKA, ETC. BANNED FROM PREMISES.
4. FOLLOW SOCIAL DISTANCING NORMS (GAP OF 6 FEET).
5. HAND SANITIZERS TO BE COMPULSORILY PLACED AT VARIOUS LOCATIONS.
6. FREQUENT USE OF HAND SANITIZERS TO BE ENCOURAGED BUT COMPULSORILY ON ENTERING WORK PLACE, AFTER ANY TOILET OR LUNCH/TEA BREAK.
7. STAGGERED MEAL BREAKS TO HELP SOCIAL DISTANCING.

D. GENERAL:

1. NOT MORE THAN 30% OF THE TOTAL STRENGTH AT ANY TIME.
2. EMPLOYEES ABOVE 65 YEARS OF AGE NOT PERMITTED TO ATTEND.
3. EMPLOYEES WITH MORBIDITY NOT TO BE PERMITTED TO ATTEND.
4. USE OF AROGYA SETU APP TO BE ENCOURAGED.
5. IN THE EVENT OF ANY POSITIVE CASES BEING REPORTED, TO CONTACT THE CONCERNED HEALTH AUTHORITIES IMMEDIATELY.

THE CLOTHING MANUFACTURERS ASSOCIATION OF INDIA

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