

CORONAVIRUS

Key Safety Measures To Be Ensured In Garment Factory

HUMAN RESOURCE

Opening/closing announcements
to create awareness to all employees



Essential safety kit stock to be available with HR



Specialized team for distribution of Covid-19 essential kit



Do not allow employees/ visitors who have been from government quarantined area



Record the health of employees
on daily basis



Government health care officials should be informed of the employees with symptoms



Ensure Arogya Setu App to be available with all employees



Strong vigilance for any violation of COVID-19 safety norms



Implementation of safety guidance given by Government



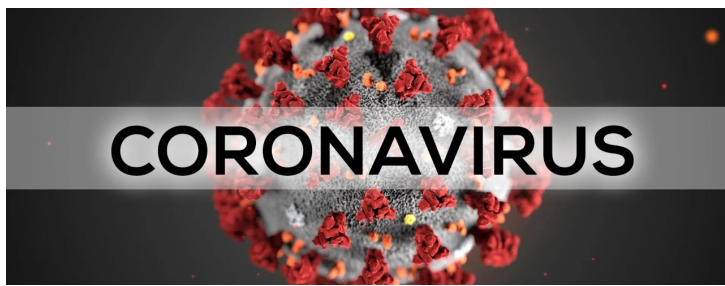
The posters are developed based on the health and safety measures outlined by the **Government of India on COVID-19 pandemic**. It is purely developed only for awareness purpose.

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SKILIFT
TRAINING PERSONIFIED



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SECURITY

Compulsory PPE kit for security



**Thermo scanner device usage for
in & out monitoring**



**Attendance capturing through face
recognition or card reading**



**Pedal controlled sanitizer machine
installation**



**Employee travelling outside
should be health checked thoroughly**



**No one should be allowed go
outside the campus during shift
time**



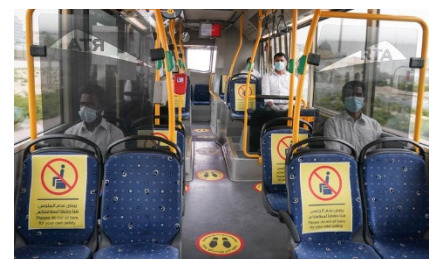
**Outsiders should be health checked and
provided with factory's PPE kit**



**Separate (Quarantine) area for
loading and unloading of material**



**Social distancing while manpower
transportation**

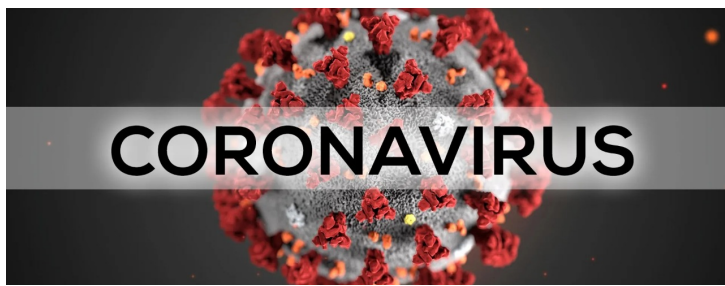


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FACTORY FLOOR

Standing position mark for Staff
(Yellow mark)



Ensure **Social distancing** in the
factory



100% Mask Usage



Non-sewing operators and staff can be
provided with **hand glove**



Easy access of sanitizers across
all places



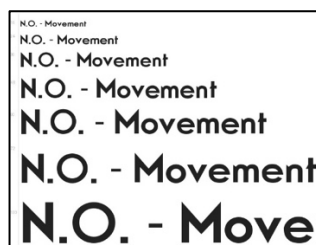
**Encourage use of separate
Materials (Trimmer & Pen)**



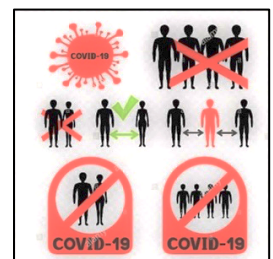
Digitized reporting (Reduce manual
reports)



Restrict the movement of floor
staff



Discussion with **max. 2 people** on
the floor with social distancing



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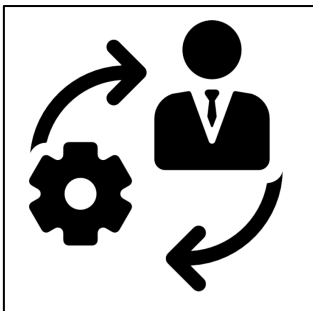


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FACTORY FLOOR

Frequent changing of workstation of the employees should be avoided



Any common equipment, control boards to be handled by designated people



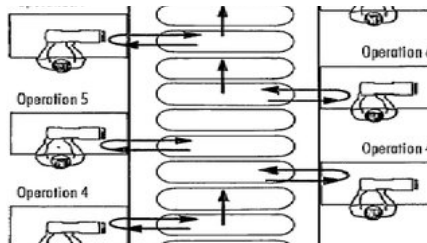
Proper Dispose points for used PPE kits



Screen segregation between workstations



Fixed allocations of workers in the line/ module



Mechanic should sanitize the workstation after repairing each machine



Hand Sanitizing to be done before and after cutting process



Full fill the required WIP to the departments only once in a day



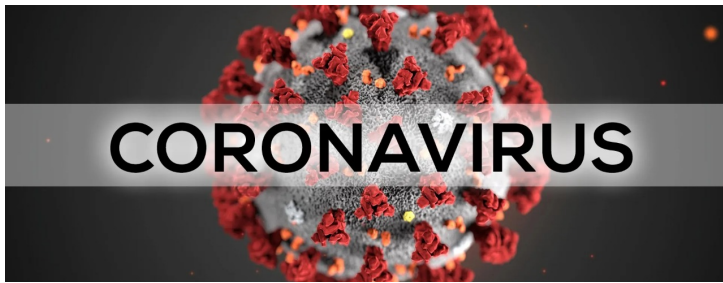
The employees should sanitize their workstation once in 4 hours



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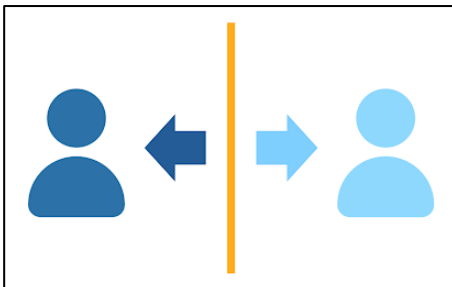
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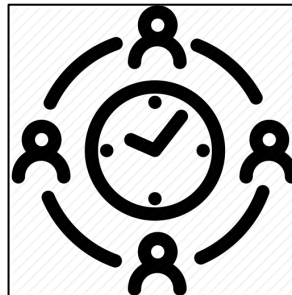
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FACTORY FLOOR

Day scholars & Hostel workers to be engaged in floor separately



Two or more factory timings can be adapted to avoid crowding



Every cabin should add a **self-distancing mark**



Doors should be kept open



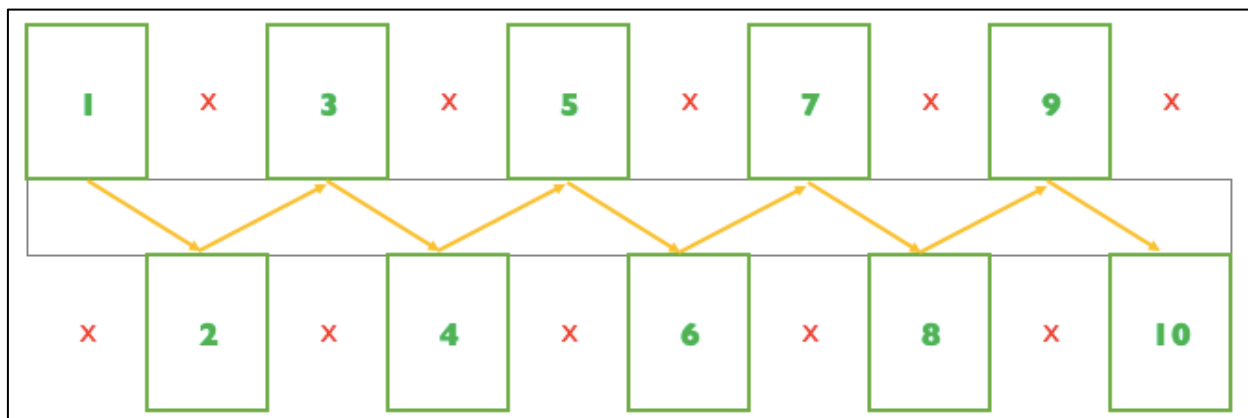
Separate room for visitors



Mobile/ Conference facility usage for communication



Ensure social distancing at workstations across production floor with customized layout



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COMPANY & HOSTEL WASHROOM/ DINING AREA

Sensor based Water Tap for
cleaning of hands



Different timing for lunch breaks
& tea breaks in batches



Sensor based drinking water
system



Individual food consuming utensils
(preferably own utensils)



Avoid selling of tea and snacks
in the factory



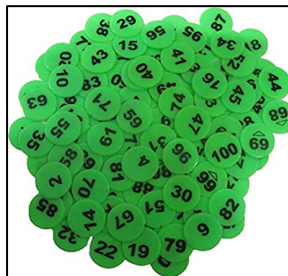
Wash room and dining area
sanitization to be done more
frequently



Prevent engaging of different
departments/ line workers



Token system implementation for
company washroom access



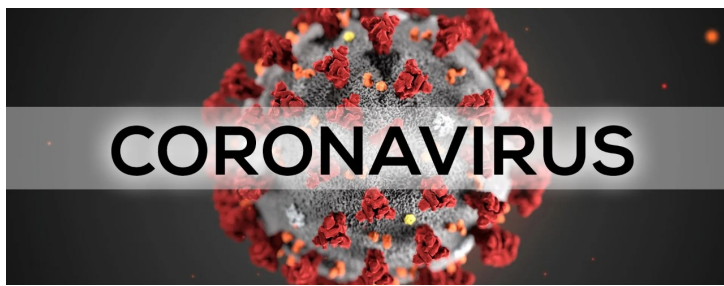
Avoid sharing food and water
between employees



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EMPLOYEE HOSTEL

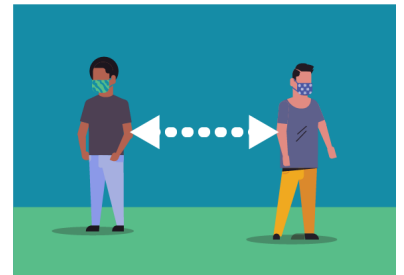
Employee Health check – **Morning & Evening in a day**



Employees arriving from native places to be understood of their **travel history and health**



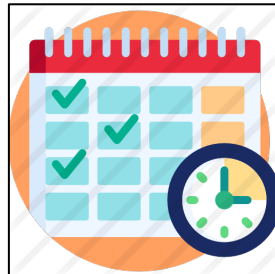
Ensure **social distancing** in the entire hostel



Compulsory **Mask usage** when two (or) more people in the nearby area



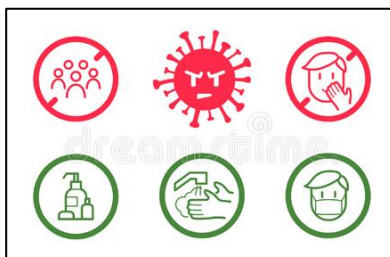
Scheduled timetables for bathing/ laundry



Self-cleaning/ sanitizing practice in the room/ dining/ washroom



Awareness Signage Boards



Strict movement restrictions between rooms



Prevent exchange of cloths/ common use of towels



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