



सत्यमेव जयते

भारत सरकार /

Government of India,

वाणिज्य एवं उद्योग मंत्रालय /

Ministry of Commerce & Industry

सीपज़ - विशेष आर्थिक क्षेत्र प्राधिकरण /

SEEPZ-Special Economic Zone Authority

अंधेरी (पूर्व), मुंबई - 400 096/ Andheri (East), Mumbai - 400 096

टेलि. / Tel. : 022-28294728 फैक्स / Fax : 28291385

ई-मेल / E-mail: [dcseepz-mah@nic.in](mailto:dcseepz-mah@nic.in), वेबसाइट / Website: [www.seepz.gov.in](http://www.seepz.gov.in)



No. SEEPZ SEZ/ESTATE/ICR/164/2020-21/10505

25<sup>th</sup> June, 2021

CIRCULAR NO. 01 DATED 25/06/2021

**SUB: Preventive steps to be taken in SEEPZ for probable third wave of Covid-19**

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Government of India and Government of Maharashtra, under Disaster Management Act, (Year) have been issuing various guidelines for prevention of spread of Corona virus. The Nation has witnessed two waves of Covid-19 and several lives were lost during the same. As per the latest reports from multiple sources of media, units and association of business stakeholders in SEEPZ, SEZ, Mumbai, the third wave of Covid-19 is imminent and likely to affect the people severely. During a meeting of trade representatives with Hon'ble Chief Minister, Maharashtra, it was deliberated upon during discussions with office bearers of the Trade Associations that travel movements may be restricted for employees/workers of various sectors, including manufacturing and services, to prevent the impact of third wave. As the service sector (IT and ITES under SEEPZ) is already working from home, the manufacturing sector may be adversely affected in the event of any such restrictions are imposed by State government. In view of the same and after extensive discussions with trade representatives, following directions are issued for implementation by all stakeholders under the jurisdiction of Development Commissioner, SEEPZ:-

1. Vaccination for all will be the key to prevent the spread of virus. All units shall undertake vaccination drives for their employees. This programme shall be implemented in SEEPZ, Mumbai under the Mission Statement of - "My Unit- My Responsibility". The owner/partner/Director/senior most employee of the Unit shall submit details of their employees in the space provided on SEEPZ's website regarding total number of employees and their vaccination status on weekly basis. There is likelihood of restrictions of movement of people in third wave without vaccination.
2. The Units shall make arrangements for stay of their employees inside their premises or nearby the workplace where vehicular movement will be minimal. The trade associations may make common arrangements for their members. Every possible assistance shall be provided by administration in this regard. However, all costs towards the same shall be borne by Unit holders only. The details of such arrangements shall be shared on SEEPZ's website.
3. The units shall make arrangements with nearby hospitals individually or through Trade associations to get their employees treated on urgent basis and these details shall be shared with administration for hosting the same on website for wide publicity.
4. Covid Appropriate Behavior (CAB), including wearing of appropriate masks, physical distances etc., shall continue to be followed all the time by everyone at the workplace and in common areas of the Zone. The violators may not be allowed to attend to their work.
5. The guidelines issued by Disaster Management Authorities in respect of workplaces shall be continued to be followed in the Zone by everyone.
6. The units shall be required to declare the steps taken by them for their employees at the workplace for safety of their health and prevention of the spread of virus.
7. All details shall be shared with Assistant Development Commissioner, on email-id [keshav.jadhav@nic.in](mailto:keshav.jadhav@nic.in). Joint Development Commissioner, SEEPZ shall be supervising all preparations for response to the third wave of COVID-19.

This issues with the approval of Development Commissioner, SEEPZ, SEZ.

25.06.21

(CPS Chauhan)

Joint Development Commissioner,  
SEEPZ SEZ.

To : All Unitholders, SEEPZ SEZ