



Coronavirus Preventive Measures

FOR CIRCULATION AMONG FACTORY AND OFFICE STAFF

Following up from circular ADV01 dt. 04 February 2020 and ADV02 dt. 19 March 2020 and considering the updates from the State and National Government, we will be shutting down our factories and offices from tomorrow onwards, 24 March 2020.

As a responsible corporate citizen, we are bound by the State and National Government restrictions and we are doing all we can to contain coronavirus COVID 19.

Factory Staff

All factory staff will be placed on indefinite leave as per the instruction from the State and National Government and will resume duties once the lockdown is lifted. Please contact your immediate supervisor or Factory Manager for more clarification.

Factory Staff (Migrant Workers)

All migrant workers who are unable to go back to their native place due to travel restrictions will be fully supported by our company. Food of your choice and water will be provided by the company during the lockdown. In case of any complaint or for more clarification, please contact your respective Factory Manager.

Office Staff

All office staff will continue to work from home and are advised to contact their immediate manager or Office Admin for more clarification.

Stay safe and healthy. God Bless.