





# SAFE OPERATING PROCEDURES (SOP)

## D. INSIDE PLANT

### 2. Shop Floor Work ( Tea Vending Machine )

2k) Social distancing to be maintained when taking Tea. Staggered timing for taking Tea. Wait for your turn & sit maintaining 2 Metre distance



# Guidelines to maintain social distancing

05



Tea Breaks  
Lunch Breaks



Employees taking tea from vending machines to maintain social distancing

Staggered time for Tea and Lunch

Not more than 3 persons to sit on One table

# SAFE OPERATING PROCEDURES (SOP)

## D. INSIDE PLANT

### 4. Canteen Operation

- 4a) Maintain social distancing while entering the Canteen
- 4b) Wash Hands with soap thoroughly
- 4c) Only 3 persons allowed to sit and eat at 1 Table



Only 3 Chairs on 1 Table to maintain social distancing





