



ITC Limited
ITC Life Sciences & Technology Centre
3, 1st Main Road,
Peenya Industrial Area 1st Phase
Bengaluru 560 058. (India)
Phone : 91 080 42787000
Fax : 91 080 42787115

28 May 2021

Subject: Authorization letter from ITC Limited, ITC Life Sciences and Technology Centre to work from the company premises during Bengaluru Lockdown from 24th May 2021 to 7th June 2021.

Dear Sir/ Madam

ITC Life Sciences and Technology Centre is a leading Global Research & Development Centre for FOODS, Personal Care / Hygiene Products including Health Care Products. **Please refer the letter from Commerce & Industries Department, Karnataka Govt Secretariat, Letter No. CI 06 SPI 2020 dated 08.05.2021 Para (1) Sub Para (vi).**

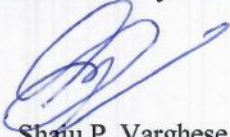
Keeping in mind Covid-19 outbreak and in line with directive issued by Govt authorities ITC R&D Centre has enabled to work from home for majority of its employees.

The below mentioned employees are working on critical products and are required to work from company premises ITC Limited, ITC Life Sciences and Technology Centre, No.3, 1st Main, Peenya Industrial Area, Phase 1, Bangalore – 560058.

This letter authorizes the below mentioned employees to work from the company starting from 24th May 2021 to 7th June 2021 and the employees will be carrying company provided identity card in person.

SI No	Employee ID	Employee Name
1	93880	Dr. Nagabhushan

- Guidelines for strict adherence by the bearer of this authorization letter – annexure 1
- Please feel free to reach out to the under signed for any further information/ assistance you may require.


Shaju P. Varghese
Head Security
(Mobile: 9844500164)



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Guidelines for Strict Adherence by the Bearer of the Authorization letter

1. Downloading of Arogya Setu is mandatory, and the status should be Green. If the status is Red or Amber, please stay at home, meet a Doctor for advice on further testing and medical support.
 2. If you have flu like symptom, then you will stay at home, meet a Doctor for medical advice.
 3. Wearing of suitable mask at all times is mandatory, while coming to office, while at office and while returning home from office.
 4. If you have travelled to Bengaluru from other States and districts within Karnataka, you need to follow Govt. rule on quarantine. Entry to office during quarantine will be restricted.
 5. If you have been to any public gathering like marriage, function and funeral in the last 14 days then entry inside the company will be restricted.
 6. You will wash your hands with soap/liquid soap at regular intervals and sanitize your hands with sanitizer.
 7. You will strictly maintain social/safe distancing of minimum 6 feet from others.
 8. Smoking, chewing of gums/gutka and spitting is strictly prohibited in the entire campus.
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Commerce & Industries
Department, Karnataka
Government Secretariat, Vikasa
Soudha, Dr. BR Ambedkar Road,
Bangalore - 560001.
Tel. 080-22034340 Fax. 080-
22353932

No. CI 06 SPI 2020

Date 08.05.2021

CIRCULAR

Sub: List of industrial activities to be considered as essential commodities and requiring continuous operations.

Read: Government Order No. RD 158 TNR 2020, dated 07.05.2021.

The State Government has revised guidelines to break the chain of COVID 19 transmission in the State from 6 am on 10.05.2021 upto 6am of 24.05.2021 vide Order cited at reference above. Even the industries/ industrial establishments are also to be closed during this period except for the following industries/industrial establishments (outside containment zone) subject to adhering to National Directives for COVID 19 management:

1. All manufacturing units of drugs, pharmaceuticals, medical devices, medical oxygen, their packing material, raw material & intermediates.
2. All food processing & related industries.
3. Cold storage & warehousing services.
4. Manufacturing units of essential commodities.
5. Production units which require continuous process.
6. Industries/industrial establishments/production units (both Govt & Private) operating with In-situ staff/workers.

In this regard many industries/ establishments are approaching this office for list of essential commodities and requiring continuous operations, exempted by the Government for working during this period. This will help them to operate during the above period.

In view of the above, it is hereby confirmed that the following activities are considered as industries / industrial establishments of Essential Commodities and Continuous Process of Industries.

1. Activities of Essential Commodities:

[a] Manufacturing units of Bulk drugs, Drugs, Pharmaceuticals, Sanitation Materials, Oxygen, Medical Devices, Medical textiles, their raw materials components and their intermediates viz.,

- i. IV sets
- ii. Medical equipments like suction machines and pipes for oxygen supply
- iii. PPE gear,
- iv. surgical equipments
- v. Gauge and bandage cloth
- vi. **Research and Development**
- vii. Ayurvedic/Homeopathic and other medicine manufacturing units.\
- vu1. COVID-19 kits and ventilators
- ix. Oxygen domestic gas cylinders
- x. Masks and body suits
- xi. Paper napkins
- xii. Diapers/Sanitary napkins
- xiii. Liquid soaps, detergents, phenyl, floor cleaners, bleaching power, sanitizers.

[b] Food Processing & related industries including food for poultry, pets and animal husbandry viz.,

- i. Rice mills,
- ii. Oil mills,
- iii. Dal mills,
- iv. Dairy products
- v. RO and distilled water plants/ packaged drinking water
- vi. Roller flour mills
- vii. Food products like vermicelli, biscuits fruit juice/ pulp etc
- viii. Bakery and confectioneries
- ix. Fish feed, poultry feed, cattle feed etc
- x. Ice plants
- xi. Agro based industries like chilli, turmeric, salt, spices etc

[c] Manufacturing units engaged in the production of agricultural inputs including fertilizers, agricultural machinery, agriculture implements and their components.

[d] Manufacturing units that supply components/equipment for aerospace and defence sector.

[e] Manufacturing units that produce packaging materials for all the above categories.

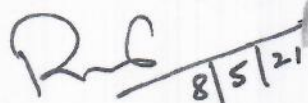
[f] Effluent treatment plants

[g] Activities of B to B Grocery and Essential Commodities

[h] Warehousing and logistics Activities of Ecommerce companies and agro and food processing industries.

2. Continuous process Industries:

- a. Petroleum Refineries
- b. Large Steel Plants (Including TMT Bar Manufacturers)
- c. Large Cement Plants
- d. Continuous Process Chemical Industries including paints
- e. Sugar mills
- f. Fertilizers
- g. Float Glass Plants
- h. Large Foundries with Continuous Process
- i. Tyre Manufacturing plants
- j. Large Pulp and Paper Mills.
- k. Automobile manufacturing units that have larger foundries, paint shops or other continuous processes.
- l. Coal Tar Distillation unit
- m. Vertically integrated large Textile Units.


8/5/21

(Dr. Rajkumar Khatri)

Additional Chief Secretary to Government,
Commerce & Industries Department.

To:

All the Deputy Commissioners of the Districts.

Copy for information and necessary action:

- 1) Additional Chief Secretary to Government, Health & Family Welfare Department, Vikasa Soudha, Bengaluru.
- 2) Principal Secretary to Government, Revenue Department (Disaster management), MS Building, Bengaluru.
- 3) Secretary to Government, Commerce & Industries Department, Vikasa Soudha, Bengaluru.
- 4) Commissioner of Police, Bengaluru City, Bengaluru.
- 5) The Commissioner, Department of Health & Family Welfare, Bengaluru.
- 6) The Commissioner, BBMP / Special Commissioner, BBMP.
- 7) Commissioner for Industrial Development & Director of Industries & Commerce, Khanija Bhavan, Race Course Road, Bengaluru.
- 8) Director (MSME), Department of Industries & Commerce, Bengaluru
- 9) PS to ACS to CM, Bengaluru.
- 10) All Joint Directors of District Industries Centers.

- 11) Personal Secretary to Chief Secretary, Bengaluru.
- 12) All the Industry Associations.
- 13) Guard File/ Spare Copies.