

**BHARAT DYNAMICS LIMITED  
CORPORATE OFFICE  
GACHIBOWLI : : HYDERABAD**

*(Human Resources)*

Ref: BDL/04/C-HR

Date: 16.07.2020

**CIRCULAR**

**Sub: Preventive and Self monitoring of health parameters by employees to contain spread of COVID-19 - Reg.**

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All of you are aware that COVID-19 positive cases are accelerating in rapid phase in our Organisation despite taking all precautionary measures by us.

2. As it is conveyed by CMD in his address on the occasion of 51<sup>st</sup> Formation day on 16.07.2020 that need of the hour is to keep ourselves healthy and check all the required health parameters at home on regular basis.
3. In this connection, as a mark of *care & concern for health and well being* of all employees and their family members and as per the request made by Recognised union and Officers association, Management is pleased to extend reimbursement upto Rs.4000/- including taxes per employee to purchase Health kit viz., face shield, thermometer, oximeter, BP apparatus, spirometer, steam nebuliser etc as per the requirement of their family. This reimbursement shall be allowed for the purchases made from 23<sup>rd</sup> March 2020 to 31<sup>st</sup> August 2020.
4. All are requested to make use of this facility and purchase the required apparatus and submit original invoice along with covering letter to respective Unit HRs. Unit HRs will forward to CPRD for reimbursement.

This issues with the approval of Competent Authority.



(SYED RAFFE)

GENERAL MANAGER (HR)

**Distribution**

- i) All EDs/Unit Heads/GMs/HoDs
- ii) All Unit HR Heads
- iii) Officers Association/Recognised Union
- iv) All concerned through Intra Mail/Notice Boards

**Copy for kind information of:**

- i) D(F)/D(T)/D(P)/CVO
- ii) EA to CMD – for kind information of CMD