



Our response to Covid-19

At Gujarat logistics, "Moving Ahead" is our mission and guides always our effort to become exemplary corporate citizens.

In this pandemic crises, our logistics services, our employees, our drivers and our regional network play a critical role, also in saving lives and livelihood – whether it is by sending important supply and equipment and essential supplies; delivering necessary goods to private customers; or by finding solutions for companies to continue their operations.

Against the backdrop of the Covid-19 outbreak, Our business operations are being continuously adapted to mitigate potential impacts. As a leading logistic company, epidemic and pandemic risk scenarios are an integral part of our continuous risk planning.

We follow a holistic management process that enables our business units to ensure the best possible operations for our customers, even in an emergency.

The safety of our drivers, employees and customers is paramount, and To closely monitor and manage the Coronavirus outbreak. We regularly update necessary precaution guidelines and information to all employees relevant to thier exposures and involvements in different kind of operations.

गुजरात लोजीस्टिक्स के सभी ट्रक चालकों के लिए कोविड से जुड़े खतरे की पहचान और बचाव करने के लिए दिशानिर्देश

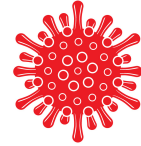
सभी ट्रक चालकों को अपने आपूर्तिकर्ताओं, ग्राहकों, सेवा प्रदाताओं सहित विविध लोगों के साथ संपर्क में रहना होता है और सभीको अपने सह-कार्यकर्ताओं के साथ भी बार बार सम्पर्क बनाए रखना होता है इसके अलावा आपके वाहन के भीतर और आपके द्वारा विज़िट कि जाने वाली अन्य साइटों या होटल ठाबा पर मौजूद लोगों और सतहों के साथ संपर्क के दौरान कोविड के खतरे से बचने के लिए निम्न लिखित नियमों को सही तरह से समझे और उसका पालन करें जिससे आप उन जोखिमों को कम कर सकते हैं।

- ✓ संक्रमण का जोखिम को कम करने के लिए रेड ज़ोन से जुड़ी हुई यात्राएँ, अन्य गैर-आवश्यक यात्राएँ और अन्य गैर आवश्यक कार्य स्थगित करें।
- ✓ किसी भी व्यक्ति से जब आपको बातचीत करनी तो मास्क के साथ दूरी बनाकर बात करें या नज़दीक जाना ज़रूरी नहीं है तब तक 'विंडो' का ही बातचीत के लिये उपयोग करना चाहिए।
- ✓ शुद्ध हवा का सेवन / वायु परिसंचरण में सुधार करने के लिए अपने वाहन के ए०सी या वेंटीलेशन ब्लोअर प्रणाली का उपयोग करें। या विंडो खुली रखके बढ़ी हुई एयरफ्लो से दूषित निर्माण को कम करें।
- ✓ क्या आप उन लोगों की संख्या को नियंत्रित और कम कर सकते हैं जिनके साथ आप बातचीत कर रहे हैं? ज़रूरत होने पर ही बातचीत करें और आप अनुशंसित रहें या बातचीत के दौरान २ मीटर की भौतिक दूरी अपने और दूसरों के बीच बनाये रखें।
- ✓ अपने कार्य क्षेत्र की और केबिन की सफाई आवृत्ति बढ़ाएँ - बार बार सीटों से लेकर सामान्य रूप से छुआ जाने वाली हर चीज़ पर स्टीयरिंग व्हील, गियर शिफ्ट, रेडियो कंट्रोल और चाबी जैसी सतहों को अल्कोहल युक्त सफाई लीक्विड से साफ़ करें और हाथ धोने के लिए डेटोल साबुन या सेनिटाइज़र का उपयोग करें।
- ✓ हाथ धोने की अच्छी तकनीकों का प्रयोग करें और अपने चेहरे को छूने से बचें पानी और साबुन से अतिरिक्त हैंडवाशिंग एक अच्छा उपाय है और जब यह संभव नहीं होता है, तो एक अच्छे हैंड सेनिटायज़र का उपयोग अक्सर किया जाना चाहिए। अपने किसी भी ग्राहक, कर्मचारी या आपूर्तिकर्ता से सम्पर्क से पहले और सम्पर्क के बाद में हाथ धोने के लिए सैनिटाइज़र का उपयोग करें।
- ✓ दस्ताने सतहों, उत्पाद आदि के साथ सीधे संपर्क को सीमित करने में मदद कर सकते हैं आप दस्तानों उपयोग सुनिश्चित करें। दस्ताने हटाने या लगाने वक्त स्वच्छता का पूरा ध्यान रखें।
- ✓ चश्मे या फ़ेसमास्क या फ़ेस शील्ड अलगाव बनाने में भी मदद कर सकता है। उन्हें अन्य व्यक्तियों में साझा नहीं किया जाना चाहिए और नियमित रूप से अगर साफ रखना चाहिए तो आप गॉगल या मास्क या फ़ेस शील्ड का उपयोग सुनिश्चित करें।



सचेत रहे, स्वस्थ रहे।

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COVID safety Guidelines of employees and directors

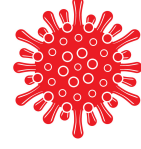
All staff members are informed that we must practice social distance every time at the office or home. You must wear a double mask when in close contact with another person and wash your hands frequently with soap or sanitiser after touching any frequently use surfaces or objects.

We must Strictly avoid visiting shopping malls, shops, banks, crowded places unnecessarily on working days or holidays. and also avoid any gatherings for lunch and recreational activities.

If any person has any symptoms such as fever, cough, or illness, such a member is advised to stay isolated at home.

All members must maximise the use of whatsapp, zoom, mobile or intercom for all internal communication to minimise risk of exposures by avoiding the close contacts.

Please do not allow any unwanted visitors or agency staff to enter for non-essential works or meetings in our offices and do not visit other staff members desks for less important tasks.



બધા સ્ટાફ ના સભ્યો એ **સોશયલ ડિસ્ટન્સ જાળવી રાખવું** અને અંતર ના જાળવાય એવા કિસ્સા કે બીજા કોઈ વ્યક્તિ સાથે નજીક ના સંપર્ક માં આવો ત્યારે **સતત માસ્ક પેહરી રાખવો** અને કોઈપણ જાહેર ઉપયોગ ની વસ્તુ સ્પર્શ કર્યા સાબુ થી અથવા સેનિટાઈઝર થી **વારંવાર હાથ ધોવા** હિતાવહ છે.

કામકાજ ના દિવસે કે રજા ના દિવસે પણ શોપિંગ મોલ, બેંક કે કોઈ પ્રસંગોપાત પણ **ભીડ ભાડ વાળી જગ્યા ની બિનજરૂરી મુલાકાત લેવી નહિ.**

આ ઉપરાંત જેમ બને તેમ દરેક જગ્યા એ સામાજિક અંતર જાળવાયી શકે એવા પ્રયત્નો રાખવા અને જમવા માટે કે અન્ય કોઈ પણ એક્ટીવીટી માટે ૩ લોકો થી વધુ ભેગા થવું નહિ અને એક બીજા થી ૩-૪ ફૂટ નું અંતર જાળવી ને બેસવું.

જો કોઈ ને તાવ ઉધરસ કે કોઈ માંદગી જેવા કોઈ ચિન્હો જણાય તો તેવા સભ્ય ને ઘરે **આઇસોલેટ થઈ ને રહેવું** સલાહ ભર્યું છે

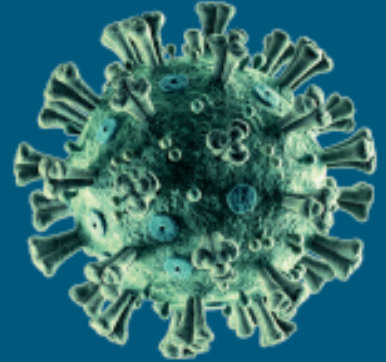
આંતરિક વાર્તાલાપ માટે **મોબાઇલ અથવા ઇન્ટરકોમ નો ઉપયોગ કરવો** જ્યાં વ્યક્તિગત મુલાકાત જરૂરી હોય તેવા કામ માટે જ એક બીજા વ્યક્તિ સામે જવું જોયીએ.

બિનજરૂરી મુલાકાતી કે એજન્સી ના સ્ટાફ નો પણ બિન જરૂરી કે ટાળી શકાય એવા કામો માટે **પ્રવેશ આપવો નહિ** અને **ઓછા મહત્વપૂર્ણ કાર્યો માટે એકબીજા ડેસ્કની મુલાકાત લેવી નહિ.**

આ સૂચના પત્ર કોરોના સંક્રમણ થી બચવા માટે બધા ની જાગૃતિ માટે જાહેર કરેલ છે તેનું પાલન કરવું આપણા બધા સ્ટાફ ના સભ્યો અને બધા ના પરિવાર ના સભ્યો ની સ્વાસ્થ્ય ની જાણવણી માટે હિતાવહ છે.

Your access to the office
may be **RESTRICTED** if:

- You have any symptoms related to COVID-19
- You have had close contact with a person infected with COVID-19



Kindly observe the following:

PRACTICE
good hygiene

wash hands frequently



PRACTICE good coughing
and sneezing etiquette

cough and sneeze in elbow and away
from other people



MAINTAIN
**a safe social
distance**

more than 2
metres



DO NOT
shake hands

extend greetings
without physical
contact



AVOID
**touching
surfaces with
fingertips and
the front of
your hand**

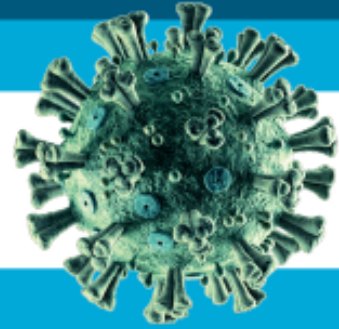
use the back of
your hand or other
body parts



Stay alert, stay safe!

DON'T COME TO OFFICE IF:

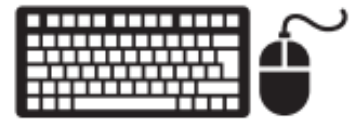
- you have any symptoms related to COVID-19
- you have had close contact with a person infected with COVID-19.



CLEANING and DISINFECTION

Make sure to clean surfaces regularly:

- athletic equipment
- buttons on vending machines and elevators
- door knobs and handles
- handrails
- heating, ventilation and air conditioning
- keyboards
- keypads
- phones
- equipment and tools
- switches
- tables
- any other surfaces that people touch regularly.



PERSONAL

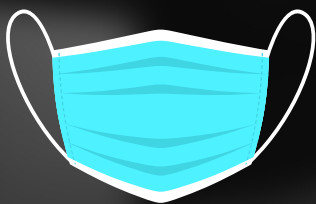
- Clean your hands frequently – especially:
 - before handling food
 - before eating
 - after using tissues
 - after handling cash.
- Cough or sneeze into your elbow – NOT your hands.
 - Dispose tissues immediately after use.
- Keep a safe social distance – more than two metres.
- Keep a portable hand sanitizer with you.
- Don't shake hands.
- Avoid touching surfaces with fingertips or the front of your hand.
- Avoid handrails to a safe extent.
- Avoid contact with people with symptoms.
- Avoid eating undercooked food.
- Don't share tableware.



my
mask.

my
life.

MASKUP - STAY SAFE

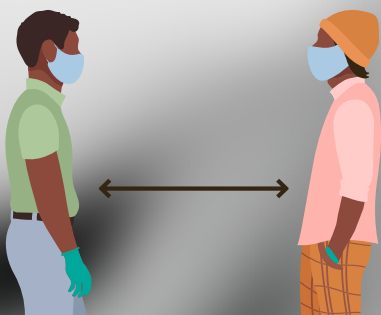


Stay
Safe

Follow social distancing

TO PROTECT YOUR FAMILY

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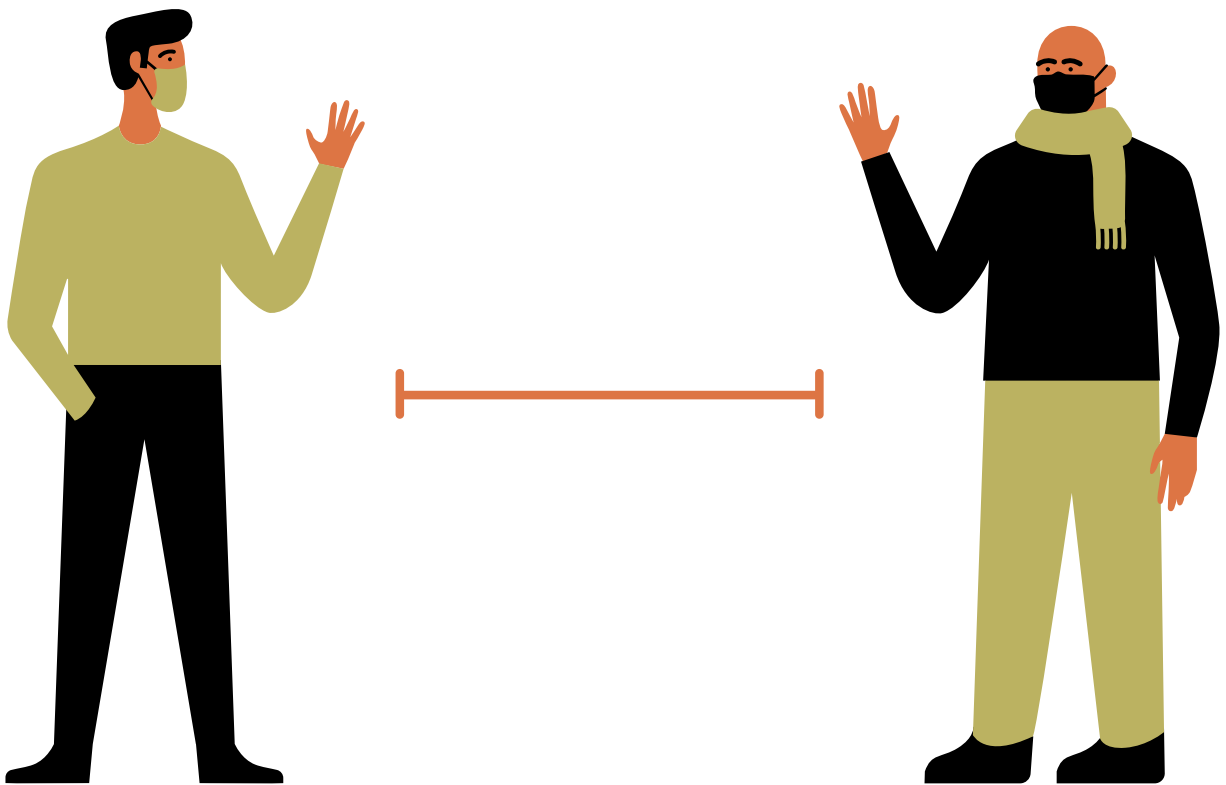
wash hands frequently

TO PROTECT YOUR FAMILY

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MIND THE 2-METER RULE



Kindly practice social
distancing at all times.

WASH YOUR HANDS

#StopTheSpread

Use soap
and water
for at least
20 seconds





#StopTheSpread

7 Steps to prevent the spread of COVID-19

- 01** Wash your hands frequently
- 02** Avoid touching your eyes, nose, and mouth
- 03** Cover your mouth when you cough using a tissue or the bend of your elbow
- 04** Avoid crowded places and close contact with anyone who has fever or cough
- 05** Stay home if you feel unwell
- 06** Seek medical care early if you have a fever, coughs, and difficulty breathing—but call first
- 07** Get information from trusted sources



Source: World Health Organization

Stay safe!

**Thank you for wearing
mask and practicing social
distancing**



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