



Enabling Progress...

Reopen Readiness



Success factors



- **High Synergy,**
- **Quick & Effective Response,**
- **Team Work,**
- **& above all RESPONSIBILITY...**

During lockdown



Leaders to Last Node :

1. Strengthened BFW Covid Task Force- Daily updates.
2. Senior Management Team is on constant connect. Covid-19 guidelines and updates are floated to their respective Team Leaders.
3. Respective Team Leaders, in turn, connects with their team members.

Stay & Work From Home

- **The people – Employees and other partners**
 - **Work & Work place readiness**
 - **Healthcare readiness**

People – Readiness



- Digitized self declaration forms
- Consent for work – Yes
- Safe travel
- Safe parking
- Staggered entry
- Primary screening
- Mask is a must
- Sanitisation & cleaning
- No touch attendance – Non biometric system of attendance
- Use of Personal Protective Equipment (PPEs)
- E-reaching superiors
- Safe execution of work & safe out

People – Readiness



**Supplier
Partners**

**Contract
Labours**

Visitors

**Truck
Drivers**

- ✓ Special entry & exit
- ✓ Visitor zones & timings
- ✓ Controlled environment for material delivery
- ✓ Rigorous social distancing
- ✓ Controlled access
- ✓ Electronic approvals & clearances
- ✓ Safe methods for receiving letters & couriers

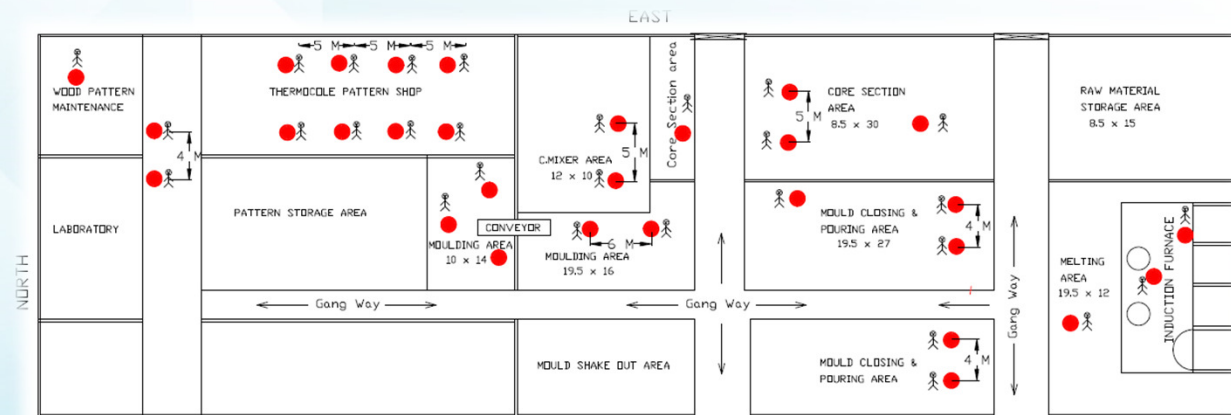
Workplace – Readiness



WORK PLACE READINESS

- Disinfecting areas
- Social distancing in work areas
- Employee mapping & selection
- Batch & Roster Methodology
- Equal opportunity
- Retention & Confidence building
- Priority execution
- Frequent & necessary Sanitization before & after Shifts
- Open doors
- No Air conditioners
- PPE Kits
- Digital platforms for meeting

Redefined – Social Distancing Map



Ramping up Workforce Graded relaxation

10%

Week 1

50%

Week 6

Workplace – Readiness



Workforce Plan

- Workforce mapped and selected
- Batches grouped
- Shifts planned

Work Area Plan

- Sanitizing work Area
- Sanitizing materials
- Increased hand wash facilities

Operation Methodology



Work From Factory WFF

- Minimum workforce
- Deploy Roaster mechanism
- E Meetings & E Approvals
- Restrict workforce movement
- Essential services
 - Security
 - Maintenance
 - Optimised Canteen
 - Housekeeping & Gardening
 - First Aid

Work From Home WFH

- Group belongs to WFH
 - Marketing
 - Regional Offices
 - Supply Chain
 - Finance
 - Human Resources
- Digital reviews
- Customer & Supplier partners connect
- Travel restrictions
- Digital marketing
- Virtual Sales & Service
- Strengthened Customer Service
- Situation demands, few may travel to Factory on need basis

BEING

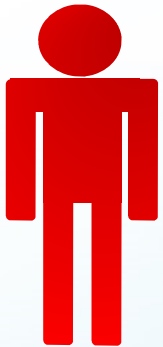
Healthcare - Readiness



- Awareness and best practices posters
- Constant check for symptoms
- Isolation Rooms
- Medical assistance – In house Physician
- Contingency Plan for safe evacuation
- Hot Water Provision
- Working Lunch – Food from Home
- Optimised Food Facility
- Communication & Counselling

BEARING

Contingency ready



Symptoms

E-inform Seniors
Self Isolation
Prelim Tests
Test Positive
• Action 1
Test Negative
• Action 2

ACTION 1

Isolation Room
Ambulance
Hospital
Admission
Tests
Further Treatments

Isolation Room
Transportation to
Home
Tests & Rest
Self isolation till
recovery
Work from home

ACTION 2

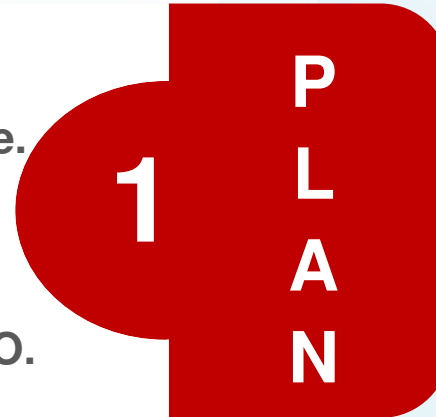
Logistics - Readiness



Delivery = Hot Zone

Machine stranded at Hot Zone.

Talk to Customer and
take back the Machine to the
nearby Tech Centre else to HO.



Delivery = Green Zone

Machine stranded at Green
Zone.

Inform the Customer about
the Machine reaching time.





THANK YOU