



GSTIN : 29AABAK0318H1ZW

Off : 080 - 26613091 / 26607167  
42103360 / 26761877

Email : kea@kea.co.in  
Web : www.kea.co.in

## KARNATAKA EMPLOYERS' ASSOCIATION

Date: 04-05-2020

### CIRCULAR No. 86/2020

To  
All Members of the Association

### ONLINE SUBMISSION OF SELF-DECLARATION FACILITY BEFORE STARTING THE UNIT / OPERATIONS

The Principal Secretary to Commerce & Industries Department, Govt. of Karnataka has clarified vide circular No. CI 06 SPI 2020 dated 04.05.2020 that in order to ease the starting of unit / operations of industries / industrial establishments which have been permitted to restart from 04.05.2020, facility for submission of an online self-declaration of adhering to Standard Operating Procedure (SOP) as has been provided.

This applies to Industries, IT / ITES Companies, Data / Call Centres, Telecommunication, Internet Services and Incubators which are eligible to operate.

The link to the online self-declaration is available at the website:  
[www.kum.karnataka.gov.in](http://www.kum.karnataka.gov.in) under **COVID-19 SELF DECLARATION.**

A copy of the circular No. CI 06 SPI 2020 dated 04.05.2020 from the Principal Secretary, Commerce & Industries Department along with the format of the Self-Declaration is attached.

**for KARNATAKA EMPLOYERS' ASSOCIATION**

sd/-  
**(B C PRABHAKAR)**

**PRESIDENT**



No. CI 06 SPI 2020

Date: 04.05.2020

**CIRCULAR**

Sub: Operating of Industries / Industrial Establishments in  
Karnataka- Reg

Ref: 1) Order No. RD 158 TNR 2020 dated 23.04.2020  
2) Circular No. RD 158 TNR 2020 dated 27.04.2020  
3) Order No. RD 158 TNR 2020 dated 02.05.2020

\*\*\*\*\*

In order to enable industrial operations to restart, the Government in its Order cited at ref (1) above, allowed industries to operate in rural areas of specified COVID-19 Unaffected Districts.

Consequence to the Order No. RD 158 TNR 2020 dated 23.04.2020, in the Circular cited at ref (2) above, it was directed that the industries which are eligible to operate in specified COVID-19 Unaffected Districts shall submit the Self Declaration of adhering to Standard Operating Procedure (SOP) to the concerned District Industries Centre before starting the Unit.

Now, the Government in its Order cited at ref (3) above, allowed certain industries and IT / ITES companies to operate in urban areas and all industries in rural areas outside the Containment Zones in Red Zone, Orange Zone and Green Zone Districts.

Industries, IT /ITES companies, Data/Call Centers, Telecommunication, Internet Services & Incubators which are eligible to operate as per Order cited at ref (3) above, shall submit online a Self Declaration of adhering to Standard Operating Procedure (SOP) through the link **COVID-19 SELF DECLARATION** provided in the Website [www.kum.karnataka.gov.in](http://www.kum.karnataka.gov.in) before starting the unit / operations.

Format of the Self Declaration is enclosed herewith as **Annexure**.

Essential and other category industries which were permitted to operate earlier are also directed to submit the Self Declaration in the Website.

  
(Gaurav Gupta)

Principal Secretary to Govt.  
Commerce & Industries Department

To:

1) All Deputy Commissioners of the Districts.

**Copy for information:**

- 1) Additional Chief Secretary to Government, IT / BT Department, M.S.Building, Bengaluru.
- 2) Additional Chief Secretary to Government, Health & Family Welfare Department, Vikasa Soudha, Bengaluru.
- 3) Commissioner of Police, Bangalore City, Bengaluru.
- 4) Commissioner, BBMP, Bengaluru.
- 5) Principal Secretary to Government (MSME & Mines), Commerce & Industries Department, Vikasa Soudha, Bengaluru.
- 6) Commissioner for Industrial Development & Director of Industries & Commerce, Bengaluru.
- 7) PS to Chief Secretary, Bengaluru.
- 8) PS to ACS to Chief Minister, Vidhana Soudha, Bengaluru.
- 9) All Joint Directors, DICs
- 10) All the Industry Associations.
- 11) Guard File / Spare Copies.

**ANNEXURE to Circular No. CI 06 SPI 2020 Dtd: 04.05.2020**

**Self Declaration Format**

I, hereby declare that our unit / company M/s ----- located at ----- is engaged in manufacturing / production of -----, is eligible to operate and satisfies the guidelines issued as per the MHA order Dtd:01.05.2020 and State Government Order No. RD 158 TNR 2020, dated 02.05.2020. I also declared that our unit / company is outside any containment zone notified by concerned authorities.

Further, I would certify that the unit is adhering to the following Standard Operating Procedure (SOP) as defined in MHA order dated 01.05.2020.

1. Wearing of face cover is compulsory in all work places and adequate stock of such face covers shall be made available.
2. All persons in-charge of work places shall ensure social distancing as per the guidelines issued by Ministry of Health and Family Welfare, both within the work places and in company transport.
3. Social distancing at work places shall be ensured through adequate gaps between shifts, staggering the lunch breaks of staff, etc.
4. Provision for thermal scanning, hand wash and sanitizer preferably with touch free mechanism will be made at all entry and exit points and common areas. In addition, sufficient quantities of hand wash and sanitizer shall be made available in the work place.
5. Frequent sanitization of entire workplace, common facilities and all points which come into human contact e.g. door handles etc., shall be ensured, including between shifts.
6. Persons above 65 years of age, persons with co-morbidities, pregnant women and children below the age of 10 years shall stay at home, except for meeting essential requirements and for health purposes.
7. Use of Arogya Setu app shall be made mandatory for all employees, both private and public. It shall be the responsibility of the Head of the respective Organizations to ensure 100% coverage of this app among the employees.
8. Large physical meetings to be avoided.
9. Hospitals / clinics in the nearby areas, which are authorized to treat COVID-19 patients, should be identified and list should be available at work place all the times. Employees showing any symptom of COVID-19 should be immediately sent for check up to such facilities. Quarantine areas should be earmarked for isolating employees showing symptoms till they are safely moved to the medical facilities.
10. Arrangements for transport facilities shall be ensured with social distancing, wherever personal / public transport is not feasible.
11. Intensive communication and training on good hygiene practices shall be taken up.
12. Other preventive measures issued by the Ministry of Health and Family Welfare, Government of India from time to time.
13. IT / ITES companies, Data/Call Centers, Telecommunication, Internet Services & Incubators can operate with 33% strength as per requirement, with the remaining persons working from home in Red Zone Districts.
14. Will paste the Self Declaration in the factory / company premises.

Date:

Proprietor / Managing Director  
Seal of the Company

