



# OIL & NATURAL GAS CORPORATION (WOU) KARMACHARI SANGHTANA

AFFILIATED TO - PETROLIUM & GAS WORKERS' FEDERATION OF INDIA

Reg. No. (By - II - 8268)

Tel.: 022-26274102

Flat No.102, 1st Floor, Acme Harmony-I, Poonam Nagar, Off. JV Link Road, Andheri (E), Mumbai - 400 093.

REF. : ONGC/KS/235/2018

DATE : 25/01/2018

To,

The ED - HRO,  
ONGC, WOU,  
NBP Green Height, BKC,  
Bandra (E),  
Mumbai : 400 051.

o/c

**Sub : Provision of furniture and repairing of electrical switches, pipe connections in pantry of 1<sup>st</sup> floor in quadrant No.1.**

Respected Sir,

It has been brought to our notice that following furniture and repairing of electric points are to be carried out in first floor pantry. Four dining tables and twenty chairs are required in the pantry as it is provided in every pantry of each floor. The switches have loose connection which are to be repaired immediately before any fatal accident takes place.

One cupboard is to be provided to keep Biscuits, Farsan and Bisleri bottles etc. as it is provided in every pantry of this building. Pipe connections given to Aqua Guard (Inlet and Outlet) are leaking heavily resulting in dirty and wet flooring in the pantry which requires immediate repair.

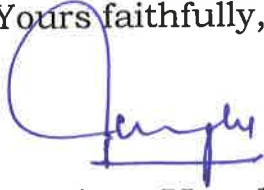
It has been reported that the pantry is used for storing/dumping waste corrugated boxes, packing material, plywood and wooden planks. Because of this rats are seen in the pantry which is dangerous to health. Direction may please be given for removal of this heavy garbage from the pantry.

There are mosquitoes in the building almost on all floors, very soon we will have to encounter the onslaught of cocroches. Action may please to taken for proper pest control on regular basis. Environmental issues are slowly on the rise if not niped in the bud will become chronic, the very idea or philosophy of Green building will be lost.

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Your esteemed authority is requested to kindly give direction to the concern authority to initiate the action for procurement of furniture and repairing of pipe connections and electrical points in the pantry, so also the said area should not be used for any storage or dumping of waste, this may strictly be adhered to.

Thanking you,  
Yours faithfully,



**(Pradeep Mayekar)**  
**General Secretary**

e/c

**Copy to:**

1. GM (Civil)-Head Maintenance, ONGC, WOU, Gr. Hts. Mum : 51.
2. DGM (Elect), ONGC, WOU, Gr Hts. Bandra (E), Mumbai : 51.
3. DGM I/c, IR, ONGC, WOU, Gr Hts Bandra (E), Mumbai : 51.
4. Building Administrator, ONGC, WOU, Gr Hts. Bandra (E), Mum : 51.

*J. S. Bhatnagar*  
20/11/18

*M. G. Jaiswal*  
29/11/18