



ONGC  
ADMN. URAN  
Inward No. 188  
Date 27/01/22

# OIL & NATURAL GAS CORPORATION (WOU) KARMACHARI SANGHATANA

AFFILIATED TO - PETROLIUM & GAS WORKERS' FEDERATION OF INDIA

Reg. No. (By - II - 8268)

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Website : www.ksmumbai.com

REF. : ONGC/KS/URN1/202.2

DATE : 27/01/2022

To,  
**The CGM – Head Operations,**  
ONGC – WOU,  
Dronagiri Bhavan,  
LPG Plant, Uran  
Raigad :- 400 702.

**Subject: Positive reinforcement to employee through award/  
appreciation like 'Employee of the Month'.**

Respected Sir,

We, the staff workforce of Uran Plant sincerely wishes to put forth a sincere request in front of you. You are aware of the present COVID-19 scare and the way the teams' efforts has successfully progressed through this pandemic. This was possible by the hard work and dedication put in by the entire team Uran Plant and ONGC management.

We are writing to you in regards of initiating '**Employee of the Month**' program through out the operations and administrative departments of Uran Plant. Uran Plant consists of near about 600 regular employees comprising of staff and officers. The operations and the progress of the plant is largely dependent on the hardships, dedication and zest of the workforce toiling round the clock making Uran Plant the epitome of prosperity that it is. The tough COVID times have been testing the resilience and commitment of all. Keeping the operations on in spite of the widely spread contagion, is very applaudable and deserves acknowledgement.

The Employee of the Month is a type of reward program given out by companies. It involves recognizing employees for achieving excellence in their field, and being the best worker across all fields. Similar program needs to be implemented at Uran Plant. **The same request was taken up in the Plant Safety Committee meeting held on 11.01.2022.** Please find enclosed copy of **Record notes** for your perusal. It was proposed that employee of the month may be declared and appreciated through intranet/ display at prominent location for motivation and inspiration of other employees for both executive and staff categories. Appreciation in any form would boost the moral of the employees & induce the sense of belongingness amongst all.


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Introduction to such moral boosting programs amongst the employees, it would largely affect the quality of work and create a sound, contented and healthy work environment.

This is a sincere request from the flag bearers of ONGC who are continuously ready to strive through all the adversities and hardships and sail to organization through this situation of calamity. We have been consistently taking up our plights with you for just and timely resolutions so that the work force in the plant can perform the duties without any discomfort and give their cent percent output to organization.

Thanking You.  
Yours faithfully,

  
(Ujjesh Tupe)  
Secretary - Uran

o/c

**Copy to:**

- ✓ 1) The General Secretary, ONGC (WOU) Karmachari Sanghatana,  
NBP Green Heights, BKC, Bandra (E.), Mum. 51



ऑयल एण्ड नेचुरल गैस कॉरपोरेशन लिमिटेड  
मुंबई क्षेत्र, ५०००४२, ५०००४२ - ४००७०२  
Oil & Natural Gas Corporation Ltd  
Mumbai Region, Uran Plant, Uran-400702

11.01.2022

Record notes of Plant Safety Committee meeting held on 11.02.2022

Plant Safety Committee was held at 11:30 hrs on 11.01.2022 at conference hall of Dronagiri Bhawan in online mode with safety committee members / workers representatives.

The meeting was chaired by Sh. A T Jadhav, GGM (P)-Head operations. He welcome participants and appeal to follow strict covid-19 prevention protocols in all activities.

Participants:

1	Sh. Bikram Singh, CGM(M)-Head HSE	2	Sh. Jayamohan R, CGM(P)-GPG
3	Sh. D K Baral, CGM (E), AM-Elect	4	Sh. V M Chandekar, CGM (P), AM-OPG
5	Sh. A K Nimavat, GM (E&T) - I/c Infocomm	6	Sh. V C Satheesh, GM(Inst)
7	Sh. Ashok Aggrwal, GM-Civil Maint	8	Sh. M S Venkatesh, GM (P), I/c-Utility
9	Sh RM Borkar, GM-RPS	10	Sh N Shrihari, GM(P)-RPS
11	Sh. Jiten Hazarika, I/c ETP	12	Sh., BS Athwale, GM-HR/ER
13	Sh. Akshay Warke, DGM-Fire	14	Sh. Virendra Kumar, DGM-I/c Security
15	Sh. Jeevan Waghmare, DGM (MS)	16	Sh. Ashish Ausekar, AT(P) Worker representative
17	Sh. BS Kashid, Sr Paramedics, worker representative	18	Sh. U S Singh, GM(P)-HSE
19	Sh. Hemant Sant, DGM (P) - HSE		

GGM (P)-Head Operations Uran welcomed all the participants in Plant Safety Committee Meeting. Chair stressed on improvement of safety condition of Plant by providing inputs and solutions by workers representative and members of the committee.

The following agenda points of safety committee was discussed and deliberated:

1. **HSE Issues:** Following Safety related issues pending from previous Plant Safety Committee meeting has been reviewed by safety committee. The details of discussion and deliberation is as under.

Sl	Previous Points	Present Status	Action / Compliance
1	Corrective action of arresting Vibration in IHI cabin and repair / replacement of hand railing and staircase broken at many locations in IHI	The damaged hand railing and stair is cut / dis-integrated from cabin building to avoid vibration. It is also decided that temporarily IHI operator will operate from LPG-I cabin. New cabin for GSU-12, 13 and IHI is taken up by Civil section. NIT floated, Technical Bid opening on 31/01/2022.	AM-GPG / I/c Civil

Sl	Previous Points	Present Status	Action / Compliance
2	Fire water sprinkler nozzle is missing in the pumping area of EPRU (brass material)	Sprinkler work completed in Dec 2021. Complied	Complied
3	Poor illumination in GSU and EPRU area, LPG Sub-station, NGL Gate	Corrective action taken for repair and replacement of lights in GSU, EPRU, LPG substation area. Complied.	Complied
4	Non-functional H <sub>2</sub> S recovery unit (ERTO)	Required spares and material is received and troubleshooting work carried out. It is informed by AM-GPG that ERTU Plant will be started after availability of caustic. EDC March 2022	Head Engg Services / AM-GPG
5	Electrical safety shoes not provided to electrical people	Electrical Safety Shoe PO Placed Quality check completed. Material is under dispatch. EDC 31/01/2022	GM-I/c HR-ER
6	Intercom phones are not working at many locations in plant area	It is informed by I/c Info-com that repair / replacement job has been completed in last contract.	Complied
7	Provision of drinking water coolers at NGL / APU gate / Dronagiri Bhawan for visitors	Due to non-response of vendor, Tender failed, Retendering is being carried out in GeM. Presently services for drinking water extended up-to March 2022 on nomination basis. Complied	Complied
8	Railing broken in LPG-III units.	Corrective action taken. Complied	Complied
9	Mechanical items and electrical battery in the Fire water pump house area	It is Informed by AM-Electrical that Old Batteries are stacked, stored & covered properly. Disposal case is under process as per policy guidelines for disposal of batteries. It was also informed that these batteries are not covered under existing schemes (buy back under replacement), hence separate case is initiated for disposal of these batteries.	AM-Electrical
10	In new constructed LPG-I, LPG-II, EPRU operator cabins electrical fittings were not available.	New EPRU cabin and other cabin electrification work completed.	Complied
11	High mast - 3 light are not properly working	Attended on 01.07.2021, work completed.	Complied
12	Distribution of safety shoes to all employee	Major part of distribution has been completed. Some shortage of 8" size shoes were intimated, which is already under delivery.	Complied

13	Electrical waste material near Workshop and LPG air compressor Hose (near utility / fire water line valves)	Scrap material lying is planned for removal on 12.01.2022 on availability of truck. GGM-HO suggested to coordinate with GPG team for availability of truck. As informed by worker representative that this area is critical in view of Instrument air and water line operation in case of black out scenario, so better illumination may also be provided. AM assures that illumination may be enhance in this area after removal of scrap.	AM-Elect
14	Field telephone in CHU-IV is not working Provision of field telephones in APU units at different decks.	Phone at CHU-iv has been attended and made ok. It is informed by I/c Info-com that 77 new field telephone along with cabling is under tendering and tender opened on 10.01.2022. Bids are under evaluation.	I/c Info-com
16	Shed at CFU-III, K-2601A is damaged and water is falling directly on the equipment.	It is informed by GM-Civil that for replacement of damaged shed, a case has been initiated (for all units), which is under financial sanction. Chair suggested to expedite the case so that work should be completed prior to monsoon.	I/c Civil
17	Damage cable tray near APU cooling tower	Rectification job completed.	Complied
18	Storm water cleaning in LPG-II and EPRU area	It was informed by worker representative that cleaning of storm water in LPG-II area is not completed yet. In case of rain, LPG-II floor gets submerged and it is difficult to operate equipment in that area. Chair directed that LPG-II area may be cleaned in coordination with GPG team.	I/c Civil / AM-GPG
19	Reporting and scheduling of housekeeping staff	It is informed by workers representative that housekeeping of Plant operational area is not being taken up in scheduled manner particularly on Saturdays. GGM-HO advised that GM-HR/ER may coordinate with AM-GPG to make a schedule for housekeeping of Plant / operational area and also share it to RPS for proper monitoring.	GM-I/c HR-ER / AM-GPG
20	Non-working of Air condition in LPG air compressor room	It was informed that AC was repaired but in view of critical requirement of cooling, a stand by Air conditioner may also be provided. AM Electrical informed that suitable action may be taken for provision of new AC.	AM-Elect

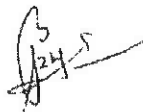
**New Points / Issues:**

Sl.	New Issues	Deliberation Details	Action
1	Provision of Toilet / Washroom and drinking water near entrance Gate (APU and NGL)	It was suggested by safety committee members regarding provision of wash room / toilet and drinking water facility. Chair advised that location for proposed toilet may be explored by Civil section in coordination with HR team.	l/c Civil / l/c HR /ER
2.	Repair and isolation of damaged stair in IHI compressor house	It was informed that backside stairs (backside entry /exit of compressor first floor) of IHI is damaged badly. AM-GPG informed that repair of damaged stair will be attended. It is decided to completely isolate and "not in use" tag to be displayed to avoid usage of damaged stair in IHI compressor house.	AM-GPG
3.	Covid-19 3 <sup>rd</sup> wave precaution and status	l/c Occupation Health centre (officializing) Dr Waghmare informed the house that close monitoring and care is being provided to achieve early recovery of infected person of Uran Plant. For this home isolation package has been available with various hospitals. Workers representative and committee members appreciated dedicated services of medical team of Uran Plant.	-
4	Suggestion for improvement of canteen services	It was informed that contract for canteen services is going to expire and scope of work for new contract is under preparation. Worker representative suggested to take suggestion / inputs for improvement in new contract. Chair advised GM-HR /ER to invite suggestion / feedback for improvement to include in new contract.	GM-HR/ER
5	Continuation of Fire Fighting Training to cover shift crew	It was informed that some shift employees are not covered under fire fighting training. DGM(Fire) informed that one day firefighting training is regularly conducted at Uran Plant, but due to covid situation and non-availability of nomination / participants training could not be done in recent time. GGM-HO directed DGM (Fire) to plan a training and appealed all Area Managers and RPS to provide nominations. RPS informed that shift employee may be released on second morning for half day participation so that operation could not be hampered.	l/c Fire / All AMs

6	Checking Spark arrestor in large size crane with double engine and exhaust	I/c Security informed that various large size of crane (with double engine and exhaust) is also reporting for project work. Provision of spark arrestor to both the engine may be ensure at the time of entry by HSE section and security personnel. Head HSE noted the observation for strict adherence while clearance of vehicle entry permit by HSE and security.	Head HSE
7	Positive reinforcement to employee through award / appreciation like Employee of Month	It was proposed by worker representative that employee of month may be declared and appreciated through intranet / display at prominent location for motivation and inspiration of other employee for both executive / staff category. Chair welcomed the suggestion and assure that this may be appraised to PMU / VCC for further action.	GM-HR/ER

During the entire course of deliberations, workers representative positively suggested various important HSE issue to enhancement of safety at Plant. GGM-HO expressed satisfaction over the important suggestions provided by participants and appeal all to adhere covid prevention protocols to make our work and home a safe place.

This has approval of GGM-HO.

  
 विक्रम सिंह  
 मुख्य महासंचालक (मैकेनिकल) - प्रधान पद.पदा.ई.  
 ओ.एन.डी.सी., उरण संयंत्र, उरण.  
**BIKRAM SINGH**  
 Chief General Manager (Mech.)-Head HSE  
 ONGC, Uren Plant, Uren.