



ओ.एन.जी.सी. प्रशा. उरण
ONGC ADMN, URAN

आवक क्र./Inward No. 278
दिनांक/Date 16/10/2025

OIL & NATURAL GAS CORPORATION (WOU) KARMACHARI SANGHATANA

AFFILIATED TO - PETROLEUM & GAS WORKERS' FEDERATION OF INDIA

Reg. No. (By - II - 8268)

Tel. : 022-26274102

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Website : www.ksmumbai.com

REF. : ONGC/KS/ 89 /20 25

DATE : 15/10/2025

To,
The CGM-Plant Manager,
ONGC-WOU,
Donagiri Bhavan,
LPG Plant, Uran,
Dist. Raigad:- 400 702.

O/C

Subject: Urgent Concerns Regarding Safety Practice Changes & Staffing at ONGC, Uran Plant.

Respected Sir,

We are in receipt of letter from the employees working in Shift Duty of ONGC's Uran Plant to express our **grave concerns** over recent changes in safety practices & staffing arrangements. These changes have **alarmed the workforce** &, if not addressed, could jeopardize both employee well-being & safe operations at the plant. Below, We have outlined our key concerns & requests in detail & respectfully seek your prompt attention & action on these matters.

1. Discontinuation of Man-to-Man Relieving & Buddy System:

We are deeply concerned about the **sudden discontinuation of the man-to-man relieving system & the buddy system** in our plant's operations. These systems have long been fundamental to our safety culture. The buddy system wherein employees work in pairs to monitor & support each other is a well-recognized safety practice that not only helps prevent accidents but also **improves morale & reduces stress**, as each employee knows a colleague is looking out for their safety. In fact, across the industry, the buddy system is considered an innovative approach to enhance safety performance. Likewise, the **Man-to-Man** relieving practice (direct handover from one operator to the next) ensures continuous coverage & a proper exchange of critical information during shift change. **Removing these safety measures has had a detrimental effect on employee morale** many of our members feel vulnerable & undervalued & has directly undermined workplace safety. We urge management to **review & reinstate these proven safety systems** to restore confidence among employees & maintain the highest safety standards.

2. Operational Safety Incidents & Violations:

Following the above changes, we have observed **disturbing incidents on the shop floor** that highlight the risks of the new practices. There have been instances where an operator was **left unsupported on duty**, or even relieved mid-shift without a like-for like replacement, leaving critical posts temporarily unmanned.

Contd....2

In other cases, a single operator has been **forced to manage multiple plants or units simultaneously**, an **unsafe workload** that no individual should ever be shouldering. These ad-hoc arrangements are **clear safety violations** no single person can adequately monitor multiple critical operations at once, & any gap in manning a post, even for a short duration, is a serious hazard. Such practices **contravene the Factories Act, 1948 & relevant Oil Industry Safety Directorate (OISD) guidelines**. The Factories Act obligates the occupier (management) to ensure the health & safety of all workers by providing safe working conditions, adequate instruction, & **sufficient supervision at all times**. By undermining structured shift handovers & buddy support, the current approach fails to meet this legal duty to provide a safe system of work. We urge an **immediate halt to these unsafe practices**. Every operating post must be manned by a dedicated, alert operator, & no employee should be tasked beyond safe limits. We ask that you **reinforce compliance with the Factories Act & OISD safety guidelines** in daily operations, so that such safety lapses do not recur.

3. Need for Clear & Uniform Instructions on Extra Duty:

Another pressing issue is the **lack of clear, uniform written instructions** regarding the assignment of extra duties & “on-call” or relieving responsibilities. Ever since the shift system changes, employees have reported receiving **inconsistent instructions** from different supervisors or departments about covering additional duties (for example, being moved from one unit to another mid-shift, or told to extend duty hours with little notice). This inconsistency is causing confusion & operational inefficiencies. We **demand that management issue a clear written policy** outlining how extra duty assignments & shift reliefs are to be handled uniformly across all departments. Such a policy should specify under what conditions an operator can be assigned to another unit, how breaks & relief will be managed, & who has the authority to make those decisions. **Having a single, transparent policy** will eliminate misunderstandings, ensure fairness, & protect employees from ad-hoc decisions that could compromise safety. We request that this written guideline be discussed with the union & communicated to all employees at the earliest.

4. Overtime Compensation Discrepancies (July–August 2025):

We must also highlight a **serious discrepancy in overtime compensation** during recent months. In both **July & August 2025**, many employees who performed extra work hours (due to staff shortages & unscheduled duties) were **compensated for only a portion of the additional hours** they worked. In other words, despite working beyond normal shifts lengths, they did not receive full credit or pay for those extra hours. This is not only unjust but also **contrary to the stated policies & legal requirements**.

Notably, Office Order No. **DDN/CORP-ER/ESTT-POLICY/2025/CoffOT/2600682**, dated **07/08/2025** was issued to regulate compensatory off & overtime in ONGC, aiming to ensure fair compensation. Partial payment for overtime hours directly **violates this office order’s intent**. Moreover, it contravenes **Section 59 of the Factories Act, 1948**, which mandates that any work beyond 9 hours a day or 48 hours a week must be paid at **twice the ordinary rate of wages**. The affected employees effectively experienced a loss of earnings for the hours they gave to the company, which is unacceptable.

We request an **immediate review & rectification** of the overtime compensation for these months. All employees should be paid for **100% of the extra hours** they actually worked, in line with the Office Order & the legal overtime wage requirements. Going forward, we also seek assurance that **overtime & extra-duty work will be compensated in full** compliance with company policy & labor laws, to maintain trust & morale among the workforce.

5. Risk to Plant Assets, Personnel & Public:

We cannot overstate the **potential risks that the current staffing & safety lapses pose to everyone & everything involved**. The ONGC Uran Plant handles hazardous processes, & any compromise in safety protocols or emergency preparedness can have **catastrophic consequences**. If the present practices continue (such as understaffed shifts, improper handovers, & overburdened operators), the likelihood of an accident or process upset is greatly increased. Such an incident could endanger the lives of our **personnel**, cause severe damage to vital **plant assets**, & even put the general **public in surrounding areas at risk**. Additionally, ONGC's **reputation** as a safe & responsible operator is on the line a serious mishap attributable to managerial neglect would tarnish the company's public image & could invite regulatory sanctions. We urge you to treat this matter with the urgency it deserves, as **preventing a disaster is far preferable to dealing with its aftermath**.

History has already given us stark reminders of what is at stake. For instance, during the **major fire incident at the Uran plant in 2019**, it was noted that the **alertness & dedication of on-site personnel helped avert a far more extensive disaster**. In that tragic event, the swift action of CISF firefighters & plant staff prevented "**major damage to the entire plant & township**", even though it came at the cost of brave individuals' lives. This example clearly underlines that **adequate manpower & robust safety systems are critical in emergencies**. Should a similar situation arise now, **any shortage of trained hands on deck or confusion in responsibilities could prove disastrous**. We therefore **strongly urge a comprehensive review of the current manpower deployment & safety policies**. The goal must be to ensure that **at no point is any operational area left understaffed or unattended**, & that multiple personnel are always present or readily available to respond to any emergency. Such a policy review, implemented in consultation with safety experts & employees, will go a long way in safeguarding our plant's assets, our colleagues' lives, & the public trust.

6. Ensuring Adequate Manpower & Continuous On-Site Presence:

Finally, we urge management to reaffirm & uphold the principle of adequate manpower at all times in the Uran Plant. Past incidents (as noted before) have shown that having a full complement of alert, well-trained staff on-site can mean the difference between quickly controlling an emergency & having it spiral out of control. We ask that you review shift staffing levels & ensure that critical operations always have sufficient personnel present, with no positions left vacant & no worker put in a position of working alone without backup. This includes maintaining the practice of overlapping shift handovers (man-to-man relief) so that incoming staff are fully briefed & outgoing staff do not leave until their replacement is in place.

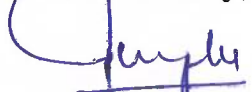
It also means reinstating the buddy system or an equivalent safety net for workers in each section, so that no one is ever truly alone when performing high-risk tasks. These steps are not just about compliance, but about fostering a culture where safety is truly the first priority. The union & employees are prepared to work with management in reviewing manpower allocation & even in brainstorming creative solutions (such as cross-training or emergency response drills) to ensure continuous on-site readiness. Our shared objective must be to create an environment where every employee feels safe & supported, & where the plant can operate without interruption or incident.

7. Request for Urgent Dialogue – Meeting within 7 Days:

Considering the aforementioned issues, we **formally requests that management convene an open meeting within the next seven (7) days**. This meeting should include the Uran Plant's senior management & representatives of the union & employees from all shifts. The purpose of this forum would be to **candidly discuss each of the issues raised** from the removal of the buddy system to the overtime pay discrepancies & to work **collaboratively on solutions**. We believe that an open dialogue in good faith can lead to mutually agreeable resolutions, such as reinstating effective safety practices, clarifying policies & addressing compensation grievances, all while considering the operational needs of the plant. We expect this meeting to be scheduled promptly (& certainly no later than one week from the date of this letter), & we trust that you will confirm a date & time for this crucial discussion at the earliest. **Your prompt positive response** to this request will be taken as a sign of management's commitment to the welfare of its employees & the safe running of the plant.

We urge you to **address the concerns outlined above with the urgency & seriousness they merit**. The union remains fully committed to **cooperating with management** to maintain & improve safety standards. Our members take great pride in their work at ONGC Uran Plant & we all want to see our plant operate efficiently, **safely** & successfully. By constructively resolving these issues restoring robust safety protocols, clarifying policies & treating employees fairly. We are confident that we can improve morale & ensure a safer workplace for everyone. This, in turn, will protect the company's assets & reputation & uphold ONGC's high standards of operational excellence.

Thanking you,
Yours faithfully,


(Pradeep Mayekar)
General Secretary

Copy to:

1. CGM (P) – Head Operations, ONGC-WOU, Dronagiri Bhavan, Uran Plant, Uran.
2. CGM (E) – Head HSE, ONGC-WOU, Dronagiri Bhavan, Uran Plant, Uran.
3. CGM (M) – Head Maintenance, ONGC-WOU, Dronagiri Bhavan, Uran Plant, Uran.
4. GM (HR) – Incharge HR/ER, ONGC-WOU, Dronagiri Bhavan, Uran Plant, Uran.
5. GM (I) – Area Manager Inst., ONGC-WOU, Dronagiri Bhavan, Uran Plant, Uran.
6. GM (E) – Area Manager Elect., ONGC-WOU, Dronagiri Bhavan, Uran Plant, Uran.
7. GM (M) – Area Manager Mech., ONGC-WOU, Dronagiri Bhavan, Uran Plant, Uran.
8. Manager (HR) – I/c IR, ONGC-WOU, Dronagiri Bhavan, Uran Plant, Uran.

ओ.एन.जी.सी. प्रशा. उरण
ONGC ADMN, URAN
आवक क्र./Inward No... 259.
दिनांक/Date... 21/9/25

Date: 21st September 2025

To,

The Head Operations ONGC

Uran Plant Dronagiri Bhavan,

Uran

**Subject: Request for Discussion on Safety Measures, Extra Duty Practices,
and Policy Clarity**

Respected Sir,

We, the collective representatives of the unionised employees of ONGC Uran Plant, most respectfully seek your kind attention to certain matters of concern that have arisen in recent months due to changes in duty allocation and restrictions on continuation of extra duties. We place these issues before you with the sole intent of ensuring employee safety, uninterrupted plant operations, and the safeguarding of ONGC's assets and reputation.

1. Discontinuation of Safety Practices

The discontinuation of the man-to-man relieving system and the buddy system has caused anxiety among employees. The workforce has expressed feelings of insecurity and demotivation under the current arrangements. We request your kind intervention to restore practices that assure safety and confidence among operators.

2. Safety Concerns

Instances have been reported where:

- Operators were left without necessary support from their partner.
- Operators were relieved mid-shift despite operational requirements.
- Operators were forcefully directed to oversee multiple plants simultaneously, which is against essential safety practices.

It is strongly advised that operational requirements be given due consideration by reinstating the man-to-man relieving system. **The current practice of leaving plants unmanned thereby making control room panel operator to simultaneously manage both panel and on-field operations or making other plant operator to monitor multiple plants constitutes a clear unsafe deviation from established norms.**

Such practices not only compromise operational efficiency but also expose the plant and personnel to significant safety hazards, including accident and fire risks. **This is in direct conflict with the provisions of the Factories Act, 1948 (Chapter IV – Safety), which mandates that all machinery and processes must be adequately manned to prevent danger, and contravenes OISD (Oil Industry Safety Directorate) guidelines, which emphasize continuous on-field monitoring and safe manning levels in process installations.**

3. Absence of clarity with respect to Guidelines

Currently, **there is no clarity about guidelines regarding extra duties.** This has created inconsistent practices across shifts, resulting in unequal treatment of employees and

operational uncertainty. We most respectfully request that all such instructions be issued formally in writing, ensuring uniformity, transparency, and clarity.

4. Remuneration against deducted Extra Duty hours

It has been observed that **extra duties performed as per operational requirements and in cases of man power shortage in any of the shift were compensated partially (30 hours only considered against actual 34 hours of extra duty performed by many operators)** for the month of July and August 2025, also many of us are told to generate compensatory off against this deduction. **This appears inconsistent with O.O. No. DDN/CORP-ER/ESTT-POLICY/2025/CoffOT/2600682, dated 07/08/2025.** We kindly request a review of this matter in line with statutory and internal provisions to receive overtime wages at twice the ordinary rate of wages.

5. Risk to Assets and Reputation

We place on record our deep concern that continuation of unsafe practices increases the risk of incidents or accidents, potentially resulting in loss of assets and lives impacting not only operators and executives but also contractors, visitors, and residents in the vicinity of the plant. **The hard-earned prestige of ONGC Uran Plant is at stake.**

Our Humble Request

In view of the above, we most respectfully request your good office to **kindly convene an open meeting within seven (7) days with the union representatives, so that these issues may be discussed in detail and resolved in a constructive and cooperative manner.**

We reaffirm our commitment to ONGC's values of safety, transparency, and operational excellence and place our trust in your leadership for a fair and amicable resolution.

To conclude, we must emphasize the critical importance of adequate manpower, which proved decisive during the recent major fire incidents in the terminal area and at IHI. The existing manpower policy poses a severe risk, as the absence of on-site personnel in such circumstances could have led to disastrous consequences for both plant safety and operations.

It was solely the presence of personnel and their prompt response that prevented escalation of the incident and mitigated potential large-scale damage.

In view of these events, it is imperative that the current manpower policy be thoroughly reviewed and reinforced to ensure continuous on-site presence. Such corrective action is essential to safeguard plant operations, prevent recurrence of similar risks, and uphold the highest standards of safety.

With highest regards,

On behalf of,

The Unionised Employees Production team,

ONGC Uran Plant

Copy to :

1. CGM (E) Head HSE, ONGC, WOU, LPG Plant, Uran, Raigad.
2. GM (P) Area Manager, ONGC, WOU, LPG Plant, Uran, Raigad.
3. Shift I/C (P), Shift A/B/C/D, Control Room, ONGC, WOU, LPG Plant, Uran, Raigad

4. Manager (IR), ONGC, WOU, LPG Plant Uran Plant, Uran, Raigad.

5. General Secretary, (WOU) Karmachari Sanghatana

'A' SHIFT.

All Affected Employees



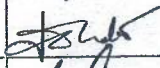

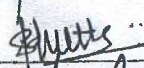
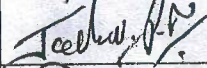
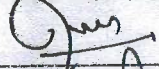
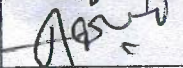


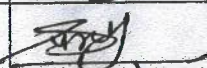
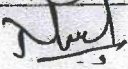
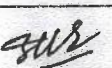
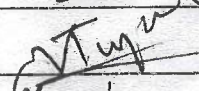
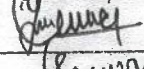
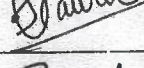
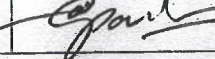
SR.NO	Employee Names	CPF No.	signature
1	Prashant H. Vartak	124681	Prashant
2	Chit Shute	122890	chuldute
3	Summet Dhawale	126517	Dhawale
4	Anand Savarkare	136857	Anand
5	Hemant Tulashu	124682	Hemant
6	Rajesh Pingla	122897	Rajesh
7	Shavard Mhaskar	126091	Shavard
8	Sachin S. Chipunkar	71957	Chipunkar
9	Muhammad Anas S.A. Ansari	140264	Anas
10	Pandurang N. Mandake	138196	Pandurang
11	Ashish S. Narware	126600	Ashish
12	Hitesh S. Kalarkar	136841	Hitesh
13	Ankush H. Shirdhankar	92921	Ankush
14	Santosh Y. Mhatre	127588	Santosh
15	Mangesh M. Nakhare	92966	Mangesh
16	Vijay C. Parate	136842	V.C. Parate
17	Adish B. Pardolvi	122820	Adish

18	Abul. Y. Bazi	126409	Abul Y Bazi
19	Vishnu Matkar	93145	Vishnu Matkar
20	Nitesh Chavari	122648	Nitesh Chavari
21	Jaywant G. Bhoir	93036	Jaywant G Bhoir
22	S. N. Mule	92978	S. N. Mule
23	G. P. Patil	92991	G. P. Patil
24	B. K. Dhindale	83137	B. K. Dhindale
25	D. B. Patil	129725	D. B. Patil
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4. Manager (HR), WCC, WCC, LPG Plant Uran Plant, Uran, Raigad.
5. General Secretary, WCC, Karmachari Sanghatana

B' SHIFT

All Affected Employees

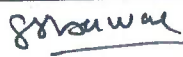
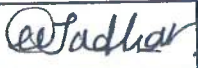


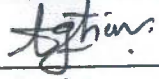



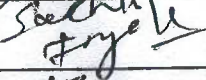
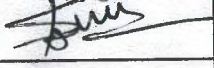
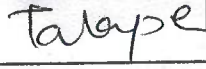
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1	Ujjesh R. Tupe	12117	
2	ANILKUMAR P HOTKAR	121201	
3	KIRAN B DHOTRE	122916	
4	Manish Rangne	126584	
5	Saurabh K. Kulkarni	126591	
6	Pravin. N. Jadhav	83177	
7	Nityesh S. Niphate	92984	
8	Amol A. Patil	127614	
9	P. R. BHADRI	70154	
10	Abhijit H. Phadtare	126427	
11	Suraj S. Wankhale	136930	
12	Nitin V. More	122735	
13	Ashish H. Ramteke	136688	
14	Vinayak S. Tupsonday	124692	
15	Yuvraj M. Chaudhari	136708	
16	Smyash Panwar	121992	
17	Arund J. Patsekar	106581	

18	Suraj M. Mhaskar	124685	Suraj
19	S.V. KALJI	92978	Kalji
20	Kailes Gherat	121140	Gherat
21	Kunal Pandeshi	127805	Pandeshi
22	Supendra S. Mohile	124684	Mohile
23	Shivdas M. Tambe	126587	Tambe
24	Kailas P. Thakur	126525	Thakur
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4. Plant Uran Plant, Uran, Gad.
5. General Secretary (WOU) Karmachari Sanghatana

'C' SHIFT

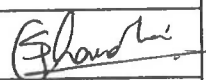
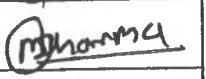
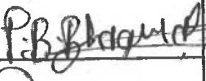
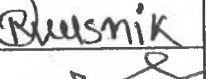
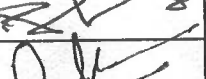
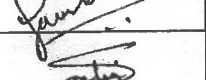
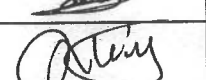
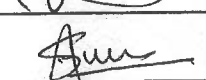
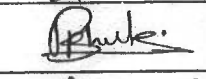



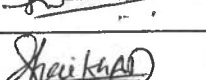
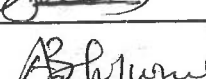
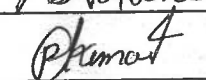


All Affected Employees

SR.NO	Employee Names	CPF No.	signature
1	Subodh S. Bawane	140234	
2	Mahendra D. Jadhav	127818	
3	Pratik. Dinesh. Jadhav	126406	
4	Tuteshwar Masurkar	126520	
5	Vikram Aghar	140318	
6	Khan Ali Asar	124686	
7	Ramakant A. Patil	122865	
8	Ashish Anurkar	126607	
9	Sachin Fyole	126424	
10	Sagar Ashokmore	141401	
11	Sharad Talape		
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4. Manager (IR) ONGC WOU LPG Plant Uran Plant, Uran, Raigad.
5. General Secretary. (WOU) Karmachari Sanghatana

D' SHIFT

All Affected Employees

SR.NO	Employee Names	CPF No.	signature
1	Shashwat P. Chaudhari	127781	
2	MANOJKUMAR SHARMA	126502	
3	Pratik B. Bhagwat	136911	
4	Rajamish.N. Wagnik	127806	
5	Shreyas B Shilwant	139196	
6	Sachin A. Patkar	126279	
7	Sachin D. Sarode	136830	
8	S.M. Nazre	122771	
9	S.G. Ambekar	126262	
10	B.B. Phule	136832	
11	S.R. Dhule	121157	
12	S. S. Aci	122857	
13	M. A. A Saloty	126172	
14	S.M. TALAPE	138193	
15	A.D. Shaikh	136860	
16	A.R. Bhoswanikar	83237	
17	R. Kumawat	126432	

18	P. S. Mayekar	122832	Shrin
19	Sandeep Thakur	136645	Shrin
20	AJAY L. MESTRY	83194	Shrin
21	Bhaskar P. Patil	136862	Patil
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