

**GOA SHIPYARD LIMITED**  
**HUMAN RESOURCES & ADMINISTRATION DEPARTMENT**

**GM (HR&A)'s Memo No: 49**  
**Dated: 08.05.2020**

Further to GM (HR&A) Memo no. 36 dated 14.04.2020, and Memo no. 47 dated 03.05.2020 in line with the guidelines issued by Ministry of Home Affairs (MHA) vide order no. 40-3/2020-DM-I(A) dated 01.05.2020, it was decided that Yard activities in GSL will be started in a phased manner. A detailed SOP had also been prepared and circulated for strict adherence.

2. It has been noted that some employees are stranded out of the State of Goa due to lockdown. Such Employees will have to register themselves on the online portal of Government of Goa immediately and make their own arrangements to reach Goa. As per Guidelines issued by the Collector & District Magistrate, South Goa, vide order no. 83/01/DMC/2019/5549 dated 03.05.2020 (copy enclosed) such employees upon their arrival in Goa will be sent to Institutional Quarantine Centre for COVID-19 testing. If the test results are negative, they will be discharged on the same day to be sent on home quarantine for 14 days. During this period such employees will be considered as Working from Home (WFH) on Special Leave on Quarantine and should be available at all times for communication & work through electronic modes. After the end of quarantine period as per Government Directives, these employees shall attend duty. Employees not attending duty will be marked absent or will have to apply leave. Any further relaxation on attendance will be on the basis of Government of Goa guidelines on mandatory quarantine period. Therefore employees are requested to initiate the registration process immediately.

3. Employees must submit proof of their registration within 3 days from the date of issue of this circular. Employees will have to produce the proof of dates of registration and reporting at Institutional Quarantine Center in the State of Goa for availing the Special Leave on Quarantine benefit. On the day of reporting for work, such employees have to report to CMO / MO of GSL for Medical fitness.

4. For any assistance they may contact AGM (HR) on mobile no. 8698669557, DGM (W) on mobile no. 9823072444 or GSL Medical Centre on mobile nos. 9168846464, 9168926464.

5. This is issued with the approval of the competent authority.

  
**GENERAL MANAGER (HR&A)**

**Distt: All GSL.**



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No.83/01/DMC/2019/5349

Date: 03/05/2020

### O R D E R

In view of the Quarantine facilities established due to COVID-19, it is hereby informed that: -

1. All the persons entering into Goa State will be sent to Institutional Quarantine Centre for testing on arrival.
2. If the test results are negative, they will be discharged on the same day to be sent on home quarantine for 14 days.
3. Accommodation will not be charged for those persons producing proof of address in Goa during their stay in Quarantine Centre.
4. Food will be chargeable as per prevailing rates if provided by the Quarantine Centre. Own arrangement for food can be made by the persons in quarantine.
5. A consolidated amount of Rs. 2500/- per day per person (all inclusive) will be charged in the quarantine Centers for non-Goans.

This is issued in supersession of Order No. 83/01/DMC/2019/5314 dated 28.04.2020

This Order shall come into force with immediate effect.



(Ajit Roy, IAS)  
Collector & District Magistrate  
South Goa, Margao.

To,  
All the Incharge of Quarantine Facilities in South Goa.

Copy to: -

1. The Managing Director, Goa Tourism Development Corporation, Panaji.
2. All the Dy. Collectors of South Goa District.
3. All the Mamlatdars of South Goa District.
4. O/e.
5. Guard file.