

BALMER  
LAWRIE

ONLINE

MONTHLY

BULLETIN



BLOOM



## EDITORIAL

On 1<sup>st</sup> February 2021, we celebrated our Company's 155<sup>th</sup> Foundation Day across units / establishments pan India. Completion of 154 years is indeed an awe-inspiring milestone and each one of us at Balmer Lawrie cherishes and prides on this significant achievement. This year the celebrations were restricted to internal events for employees owing to COVID-19 protocols. In this issue of BLOOM we will bring you glimpses of the flag hoisting and pledge ceremony held on 1<sup>st</sup> February. Details of other employee events will be covered in the April 2021 issue of Balmer Lawrie Organisational Gazette (BLOG), our quarterly house journal.

Our Company announced the third quarter results as per the accounts adopted for the quarter ending 31<sup>st</sup> December 2020. The results were approved by the Board in its Meeting held in Kolkata on 8<sup>th</sup> February 2021. The total net income for the third quarter registered a growth of 4.51% quarter to quarter and stood at Rs. 398.51 crore as compared to the same period last year. The Profit Before Tax (PBT) decreased by 52.56% and fell to Rs. 21.38 crore for the quarter ended 31<sup>st</sup> December 2020 as compared to Rs. 45.06 crore for the same quarter last year. Correspondingly, the net profit (PAT) during the quarter decreased by 67.22% to Rs. 11.75 crore compared to Rs. 35.84 crore for the corresponding period last year. The net income for the nine-month period ended 31<sup>st</sup> December 2020 stood at Rs. 1064.80 crore, a decrease of 13.09% over Rs. 1225.22 crore in the corresponding period last year. PBT for the nine-month period decreased and stood at Rs. 50.25 crore as compared to Rs. 135.23 crore in the same period last year. The COVID-19 pandemic has surely hit us hard and there's no shying away from the fact that all of us need to buck up for our Company to reach the desired growth levels.

The 50<sup>th</sup> National Safety Week will be observed from 4<sup>th</sup> to 10<sup>th</sup> March 2021. The theme for the National Safety Week this year is 'आपदा से सीखें और सुरक्षित भविष्य की तैयारी करें। / Learn from disaster and prepare for a safer future.' A host of online programs centered on the theme will be organized by the HSE Department. Request all of you to participate and make the week a success.

As always, please do send your suggestions, feedback and contributions to me at [mukhopadhyay.mohar@balmerlawrie.com](mailto:mukhopadhyay.mohar@balmerlawrie.com).

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Balmer Lawrie played host to Dr. N M Kothari, Joint Secretary [Marketing], Ministry of Petroleum & Natural Gas, Government of India on 14<sup>th</sup> January 2021. During his visit Mr. Kothari had a meeting with the Functional Directors.

### **Appreciation for Logistics Services, Hyderabad**

Logistics Services (LS), Hyderabad was commended for the excellent service provided to one of its esteemed customers Israel Aerospace Industries (IAI) on behalf of Flying Cargo International Transportation Ltd. (DHL). The team went out of its way to manage cargo (including packing, picking up, customs clearing and exporting shipment) that had to be air freighted to and from Israel within a tough timeline. The customer would have to bear huge cost through taxes and penalties if the timeline was not met. Special mention was made of Mrs. Rajyalakshmi and Mr. Jambunathan in the appreciation letter, dated 13<sup>th</sup> January 2021, sent by Flying Cargo International Transportation Ltd. to COO [Logistics]. Kudos to LS, Hyderabad!

## TCW, Hyderabad supports Bharat Biotech in the world's largest COVID-19 vaccination drive



Balmer Lawrie's Temperature Controlled Warehouse (TCW) at Hyderabad, handled 2 lakh doses of Covaxin on 21<sup>st</sup> January, 2021, post roll-out from Bharat Biotech. In the month of January around 36 lakh doses have been handled. Balmer Lawrie is the only storage and logistics partner of Bharat Biotech in Hyderabad. The activities included unloading, storage, packaging, loading and despatch of Covaxin to different parts of the country as per the Government of India's directive. Balmer Lawrie will continue to support Bharat Biotech and in turn the Government, in India's mission to drive the world's largest COVID-19 vaccination program. Bharat Biotech is a prestigious client of Balmer Lawrie and Balmer Lawrie has provided end-to-end support as a storage and logistics partner for other vaccines like Hepatitis, Rabies, Measles, BCG and Pulse Polio in the last two years.

## Flag hoisting and pledge ceremony on the occasion of 155<sup>th</sup> Foundation Day

The 155<sup>th</sup> Foundation Day of the Company was celebrated on 1<sup>st</sup> February 2021. To mark this occasion Mr. Adika Ratna Sekhar, D[HR&CA] and C&MD [Additional Charge] hoisted the Company Flag and addressed the employees at the Corporate Office in Kolkata. In other locations besides flag hoisting and administering of the pledge, C&MD's message was read out. During the week, events like talent hunt, rangoli, photography and painting competitions were organised for the employees. Foundation Day was celebrated in all the regions across the country.





**G&L, Kolkata**



**CFS, Kolkata**



**Ballard Estate, Mumbai**



**IP, Navi Mumbai**



LS, Mumbai



IP, Vadodara



Travel, Vadodara



G&L, Silvassa



Northern Region Office, Delhi



City Office, Chennai



City Office, Chennai



TCW, Hyderabad

## Vacations Exotica Stars

Vacations Exotica (VE) rolled out the monthly awards initiative to recognise top performers in the month of January 2021. The winners of the various awards were handed over certificates signed by the Leadership. All the winners exhibited excellence in their work keeping up the healthy spirit of competitiveness. Hearty congratulations to all the winners of the Vacations Exotica monthly awards!



Mr. Gautham, VE - Chennai

"Top line - Performer of the Month" for achieving maximum revenue in International Holidays - Retail

"Pillar of the Month" for achieving maximum Margin for the month in Pure Holidays - Retail



Mr. Karthik Reddy, VE - Hyderabad

"Top line - Performer of the Month" for achieving maximum revenue in Domestic Holidays - Retail



Ms. Dakshita, VE - Mumbai  
"Star Seller of the Month" for achieving maximum number of bookings in Pure Holidays - Retail



Mr. Arghadeep Pramanik, VE - Kolkata  
"Star Striker of the Month" for achieving maximum number of passengers in Pure Holidays - Retail



Dental Council of India Team (Ms. Ridhi Sharma & Ms. Sonali Adhikari), VE - New Delhi  
One individual account for the Team - Maximum collections among the Corporates - Corporate  
Businesses Team, Tours Delhi - Corporates



Chennai Branch Team, Mr. Muralidharan - Retail Sales and Mr. K P Pranesh - Channel sales  
"Best Branch" for Maximum Revenue - Retail, Pure Holidays





A 'Retail Meet' was organised at Greases & Lubricants (G&L), Silvassa on 20<sup>th</sup> and 21<sup>st</sup> January 2021. Around twenty employees, associated with the retail business of the SBU, participated in the meet.



Training sessions on prevention of COVID-19 were conducted every Monday in the month of January 2021 at Greases & Lubricants, Silvassa.



Pongal was celebrated with much fervour at the city office in Chennai on 13<sup>th</sup> January 2021.





*CFS, Kolkata*



*G&L, Kolkata*



*G&L, Silvassa*



*IP, Vadodara*

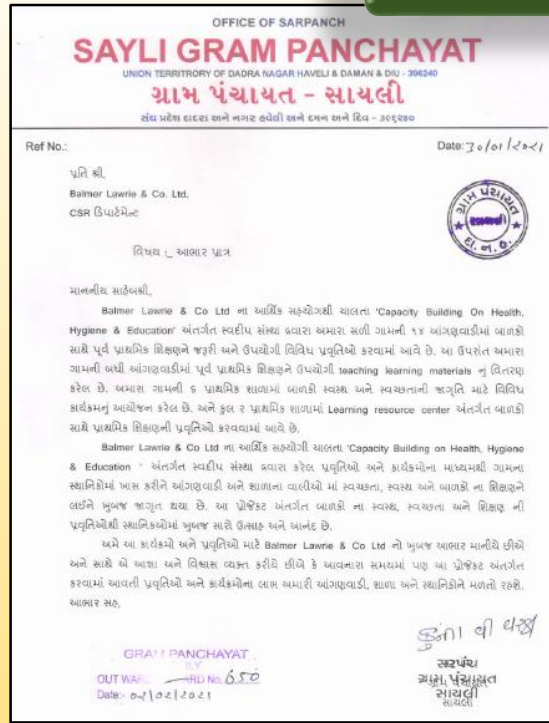
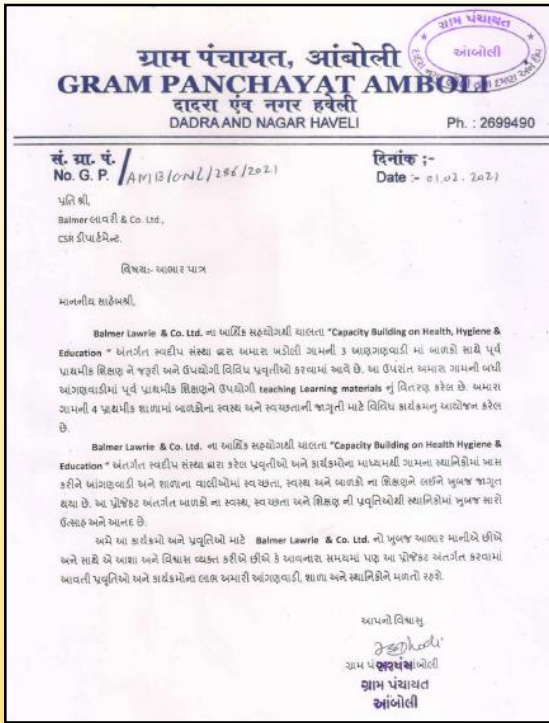


*IP, Navi Mumbai*

Republic day was celebrated with the hoisting of the national flag on 26<sup>th</sup> January 2021 in some units and locations.

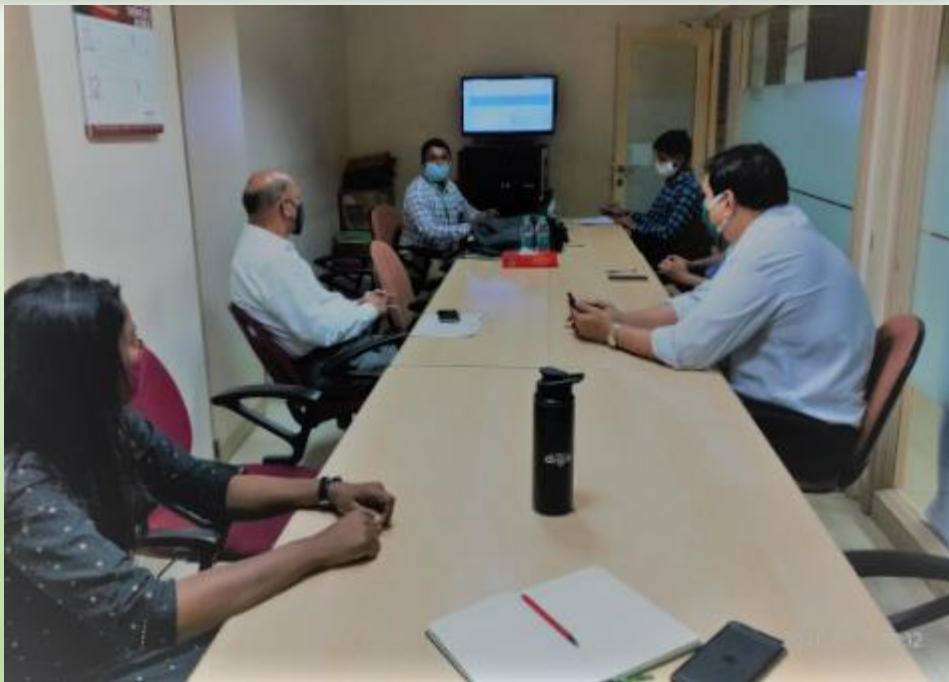
**Article by Mr. PCS Srinivas**

An article on 'Tech Leadership' written by Mr. PCS Srinivas, Chief Manager [Maintenance & HSE], Greases & Lubricants was published in the Nov-Dec 2020 issue of the magazine 'Pumps Valves and Systems'. To read the article click on the link below:  
[https://www.blintranet.nic.in/index.php/knowledge\\_management/index/](https://www.blintranet.nic.in/index.php/knowledge_management/index/)



The local panchayat of Saily and Amboli-Khadoli Gram Panchayat, Silvassa thanked our Company for the various activities and programs being implemented under the 'Capacity Building on Health, Hygiene & Education' project. As part of its CSR activities, Balmer Lawrie has been funding the project under the Swachh Bharat Abhiyan. Sarpanch Shri from both the Panchayats have issued appreciation letters to the CSR department.

**HSE [HEALTH, SAFETY & ENVIRONMENT] UPDATE**



Sessions on 'health & safety awareness at office' covering fire, ventilation, illumination, handling & storage of materials, electrical equipment / terminals, slip, trip & fall, noise etc. were organised for employees of LS, Mumbai office and Safety Committee members of Ballard Estate office, Mumbai on 19<sup>th</sup> January 2021. The sessions were conducted by Mr. Shibanta De, Dy. Manager [HSE & SD].



Surprise Mock Drill conducted at CFS, Navi Mumbai during the HSE Annual Audit in the month of January 2021



'Tool Box Talk' session is being conducted for all the workmen at TCW, Bhubaneswar (Project Site) on regular basis

## PERMIT TO WORK (PTW)

### GENERAL REQUIREMENTS

- The PTW process is a key element of Control of Work (CoW) and shall be used to confirm that work is performed in a safe and environmentally sound manner.
- The PTW system utilizes a form of Permit that requires review and approval prior to the commencement of work. The purpose of the system is to verify that work between different teams working in proximity to each other is identified and that work is reviewed for potential Health, Safety, Security and Environment (HSSE) clashes.
- The PTW process manages work activities and provides guidance for the development of a more detailed and written SWP for larger and more complex activities prior to initiating any work.
- A PTW is normally required for non-routine and maintenance work involving facilities, equipment, or systems/processes. Non-routine activities that require a PTW include, but are not limited to:
  - ✓ Hot work
  - ✓ Cold work - non-routine hazardous activities
  - ✓ Ground disturbance
  - ✓ Electrical work
  - ✓ Confined space entry
  - ✓ Critical Lifts

- PTW Usage – a permit is used to:
  - ✓ Identify the scope of a specific task and where the work will be conducted
  - ✓ Communicate activities throughout the facility/park through a PTW review meeting that is held daily.
  - ✓ Identify hazards and controls associated with the work task (Job Safety and Environmental Analysis (JSEA) process)
  - ✓ Identify the personnel who have oversight responsibility
  - ✓ Identify the personnel performing the work
  - ✓ Assign responsibility for various tasks
  - ✓ Identify potential Simultaneous Operations (SIMPOPS) issues with other work activities through the PTW review meeting
  - ✓ Identify energy isolations / lockout / tagout that will be in effect for the work that is being conducted.
  - ✓ Verify adequate control over the return to normal operations

## TYPES OF PERMITS

Five types of Permits are used within the PTW procedure, each controlling a specific type of job and activity.

Hot Work Permit – A hot work permit is required for work involving the use of a flame or other sources of ignition. Some examples include: Electrical welding and use of welding machine, Flame cutting, Grinding (producing sparks).

- ✓ Hot work activities requiring the issuance of a permit will utilize the Permit to Work form.
- ✓ If the work activities will also require Lockout / Tagout (LOTO) the issuer will in addition utilize LOTO Permit.

Cold Work Permit – A cold work permit is required for potentially hazardous work not covered by other types of work permits. Some examples include:

- ✓ Chemical cleaning or use of solvents
- ✓ Handling of hazardous substances (e.g., toxic/corrosive chemicals, asbestos, etc.)
- ✓ Use of resins, typically used during blade repairs
- ✓ Any painting activity
- ✓ Heavy lifts (refer to Crane/Lifting procedure for definition)
- ✓ Erecting or dismantling scaffolds
- ✓ Any non-routine and potentially hazardous activity
- ✓ Any activity requiring specific control measures to confirm safety

Electrical Permit – An electrical permit is required for work on electrical systems where there is a possibility of contacting energized electrical conductors. Some examples include:

- ✓ Work involving the installation or repair of electrical conductors
- ✓ Connection or disconnection of electric motors
- ✓ Reaching into any panel, transformer or other electrical enclosure which may have energized circuits, capacitors, wiring, etc.
- ✓ Work on instrumentation, instrument panels, or telecom equipment where removal of a part of the circuit takes place outside normal operating conditions

Confined Space Entry Permit – A confined space entry permit is required to allow personnel to enter a confined space such as a blade, trench, tank, vessel, etc.

- ✓ A confined space entry permit allows access and inspection only
- ✓ When hot work, cold work, electrical work, and / or energy isolation work is carried out in a confined space, an additional permit(s) (as required by the type of work) must be applied for and cross referenced to the confined space entry permit.
- ✓ Confined space activities requiring the issuance of a permit will utilize the Confined Space Entry Permit
- ✓ If the confined space entry will involve any work activities (except inspection) the issuer will in addition utilize the Permit to Work form
- ✓ If the work activities will also require Lockout / Tagout the issuer will in addition utilize the LOTO Permit

Ground Disturbance Permit – A ground disturbance permit is required – for any excavation or ground disturbance activity that involves digging, trenching, excavating or removing soil or ground.

- ✓ The permit requires that a “One Call” be made to the appropriate agency prior to commencement of any work activities and that an assessment is conducted by the “One Call” agency to identify underground utilities. A copy of the “One Call” report shall be presented with the Permit to document that this step has been completed
- ✓ If ground disturbance will be conducted utilizing mechanical equipment such as trenchers, backhoes, bulldozers, etc. a designated spotter will be added to the permit to confirm that adequate observation is being conducted to prevent contact with overhead power lines and to observe for any unusual objects or sounds from the excavation. This person will be dedicated to this purpose and listed by name of the permit
- ✓ Excavation activities requiring the issuance of a permit will utilize the Excavation permit

**New Responsibility**

**Mr. R M Uthayaraja**, Chief Operating Officer [LC] was entrusted with the responsibility of Executive Director [IP & LC]. He took charge on 1<sup>st</sup> January 2021 and is based at Ballard Estate, Mumbai.

*Congratulations and wish you all the best in your new assignment!*

**Transfer**

- **Mr. Hara Prasad Rout**, Asst. Manager [A&F], Travel & Vacations - Trivandrum has been transferred to Travel & Vacations - Kolkata as Asst. Manager [A&F].
- **Ms. Bhavya Singh**, Asst. Manager [IT] - B2C, Corporate IT - Kolkata has been transferred to Travel & Vacations - Delhi as Asst. Manager [IT] - B2C.

*Wish you all the best in your new role!*

**Re-designation**

- **Mr. Mr. Thiyagarajan S**, National Head Sales, Vacations Exotica, Travel & Vacations - Chennai has been redesignated as Vice President [Vacations]. He is based at Chennai.
- **Ms. Mugdha Deepak Chaturvedi**, Sr. Manager [Sales] - MICE West, Travel & Vacations - Mumbai has been redesignated as Regional Manager [Sales & Operations] - West, Travel & Vacations - Mumbai.
- **Mr. Vikas Tatu Pednekar**, Sr. Manager - Creative Designer, Travel & Vacations - Mumbai has been redesignated as Sr. Manager - Design, Travel & Vacations - Mumbai.
- **Ms. Dakshita Parikshit Ashar**, Manager [Sales] - Leisure, Travel & Vacations - Mumbai has been redesignated as Manager [Sales], Travel & Vacations - Mumbai.
- **Mr. Ravi Bhadresh Joshi**, Manager [FIT] - Products & Operations, Travel & Vacations - Mumbai has been redesignated as Manager [Products & Operations], Travel & Vacations - Mumbai.
- **Ms. Neetu Bhatia**, Manager [Channel Sales] - Leisure, Travel & Vacations - Delhi has been redesignated as Manager [Operations], Travel & Vacations - Delhi.
- **Mr. Rakshit Vats**, Manager [Leisure], Travel & Vacations - Delhi has been redesignated as Manager [Sales], Travel & Vacations - Delhi.
- **Mr. Lloyd Leo Sequeira**, Asst. Manager - Product & Operations [In.Holidays], Travel & Vacations - Mumbai has been redesignated as Asst. Manager [Operations] Indian Holidays, Travel & Vacations - Mumbai.
- **Mr. Sanat Kumar Hegde**, Asst. Manager - Marketing [ATL, BTL & Merchandising], Travel & Vacations - Mumbai has been redesignated as Asst. Manager [Marketing], Travel & Vacations - Mumbai.
- **Ms. Mamta Mukherjee**, Asst. Manager [Leisure], Travel & Vacations - Delhi has been redesignated as Asst. Manager [Sales], Travel & Vacations - Delhi.
- **Ms. Sakshi Sharma**, Asst. Manager [Leisure], Travel & Vacations - Delhi has been redesignated as Asst. Manager [Sales], Travel & Vacations - Delhi.
- **Mr. Prasad Nitin Manjrekar**, Executive - Ticketing & Airline Contracting, Travel & Vacations - Mumbai has been redesignated as Executive [Ticketing], Travel & Vacations - Mumbai.
- **Mr. Vaibhav Ghate**, Coordinator [Ticketing & Online Contracting] - Leisure, Travel & Vacations - Mumbai has been redesignated as Officer [Ticketing], Travel & Vacations - Mumbai.

*Wish you all the best in your new role!*

**New Member**

**Ms. Mayuri Baruah** joined Travel & Vacations, Kolkata as Officer [Travel] on 1<sup>st</sup> January, 2021.

*Welcome you to the Balmer Lawrie family and wish you all the best!*

**Obituary**

**Mr. Indranil Chatterjee**, Officer, Administration Department, Corporate Office – Kolkata left for his heavenly abode on 22<sup>nd</sup> December 2020. Born on 1<sup>st</sup> July 1961, Indranil Da, as he was popularly known to all, had joined Balmer Lawrie on 2<sup>nd</sup> April 1984. In his long association with the Company, he spent maximum years in the Administration Department. Indranil Da is survived by his wife and daughter. Heartfelt condolences to his family and prayers for his soul to rest in peace.