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1. Purpose:

1.1P-MH has provided 35 Acers green belt inside & around factory premises for legal compliances (MPCB CTO & Environmental Clearance Condition minimum 33% of total plot area need to develop as green belt. Maintenance of said area needs manpower. Also P-MH has permission to dispose treated waste water on green belt area. So it is important to maintain area for disposal of treated waste water. So company has given contract to external horticulture agency.

2. Manpower Details:

Total requirement is **42** numbers of gardeners.

3. Manpower Criteria:

Work scope	Number of manpower's	Shift	Remark
Gardening equipment operators (Lawn Mower, bush cutter, hedge trimmer, spray pump etc.)	10	G	Machine operation as per requirement
Irrigation system operation (CGL & CRM) Shift work (Compulsory Use Electrical shock proof Hand gloves while operating)	07	A,B, C & Relieving	Irrigation system CGL, CRM, ACL, Cricket Ground, Open Yard North gate area & Dormitories.
Gardeners – Who can work for grass cutting, weeding, tree cleaning, ditch cleaning work, garden waste shifting & other works as per requirement	20	G	CGL, CGL & ACL Plant, Cricket ground, recreation, dormitory area garden maintenance work
Supervisor (Agriculture diploma & actual garden management work experience)	03	G	One Agriculture expert person required
Skilled manpower (ITI – Fitter-1 & Electrician-1 for HDPE Welding machine operator & pump operation. (Compulsory use Electrical shock proof Hand gloves while operating)	02	G	For management of Irrigation water line network as per requirement. Other time work as gardeners.
Total Manpower	42		

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4. Contract Work scope:

4.1 Green belt area – CGL & CRM Plant – 1, 38,141 m² + ACL Plant 20,836 m²

4.2 Total area- 1,58,977 m²

4.3 Contractor shall maintain existing green belt of above area in good condition detail scope are as follows-

Routine activities	Non routine activities
Lawn mowing & cleaning work	Pre & post monsoon boundary wall area cleaning work (unwanted grass cutting)
Operation & maintenance of irrigation water supply system.	Ditch cleaning work as & when required (Pre monsoon & post monsoon)
Hedge trimming & shaping work	Spraying chemicals to trees, plants, grass, etc. as and when required.
Maintenance of all plant area (weeding, cleaning, garden waste collection & shifting to composting site, & other essential activities)	Contractor shall arrange to do fogging activity to control bugs, insects as and when required from PMSPL process owners. (Rarely required)
Cricket Ground Maintenance work – Watering , lawn mowing, weeding etc.	Pitch preparation work for annual event
Operation of storm water pumps, percolation water pit pumps during summer time.	Irrigation water line maintenance (HDPE Welding, PVC fitting, Sand filter sand cleaning, Rain water harvesting system cleaning etc.)

- ❖ Excavation work in Garden pocket and for fire line leakage work (As & when required).
- ❖ Pre monsoon & post monsoon all storm drain cleaning and boundary wall area green belt cleaning work.
- ❖ Additional work such as housekeeping etc. during VIP visit (As & when required)
- ❖ CRM, CGL Utility, Scrap yard surrounding area should keep always clean.
- ❖ Daily Water Sampling & Give to Lab for results.
- ❖ Mock drill conduct as per EHS Guidelines.
- ❖ Document Submission at MPCB, DISH & Government Post office.

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- ❖ Support for fire extinguishers (Nossel, Hose arrangement and Water filled bucket) & Boundary fire patrolling.
- ❖ Hazardous Waste vehicle coordination & Inspection (Tarpaulin covering work at lashing point)

5. Safety Management:

- 5.1 Contractor shall responsible for any minor, major incident, accident expenses & liability.
- 5.2 Contractor shall give safety PPE's to every person and should replace within 2 days after damage

Name of PPE	Quantity (Nos.)	Frequency
Safety Helmet (IS Mark)	42	Replace after damage
Safety shoes	42	Once in year
Monsoon shoes	42	Once in year
Hand gloves (Cotton,PVC)	500	Monthly
Nose mask (N95, Triple layer) for COVID protection (If Spreading COVID 19)	300	Monthly
Rain Coat	42	Once in year
Anti-fog Safety goggles	42	Half yearly

- 5.3 Contractor shall follow all applicable P-MH safety rules during working time. Also need to provide daily TBM & Safety instruction to workers before going to work Garden supervisor shall do SAO every day / weekly of garden workers for safety mindset improvement.

6. Legal Management:

- 6.1 Contractor shall responsible for any minor, major incident, accident expenses & liability.
- 6.2 Health check up mandatory by contractor .Cost of reportable accident shall paid by contractor.
- 6.3 No work no pay policy (Contractor shall responsible for 90 % attendance) if attendance is less payment will deduct accordingly or compensate. Contractor shall follow all applicable Labor management rules as per P-MH labor management standard.

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7. Consumable Material Management:

Name of item	Contractor scope	P-MH Scope
Garden equipments- 1. Lawn mower, 2. Brush cutter, 3. Hedge trimmer	Preventive maintenance, Oil top-up, Daily Petrol required, Small parts such as Brush cutter wires, Lawn mower Plates, nuts etc.	Breakdown repair , Overall maintenance
Spraying pumps	Spraying Pumps Nozzles, pipes arrangement as per requirement.	Breakdown repair , Overall maintenance
Irrigation line maintenance	Minor parts (PVC joints, Adhesive material etc.) Laterals joint material	New item purchase
HDPE Welding machine	General check up & Operation	Breakdown repair , Overall maintenance
Spanner sets	Contractor shall maintain issued spanners.	New set as per requirement
Weedicide & pesticides	Minimum stock shall arrange if stock not available from P-MH inventory	Bulk stock (before monsoon & after monsoon spraying)
Bicycles 10 Nos.	Contractor shall take care of all preventive & Breakdown repair	NA
Chemical fertilizers	Contractor shall arrange half yearly (Urea- 300 Kg, DAP-300 Kg, Suffala-300 Kg, 2/4/D). Special Mango Fruit Medicines & Fertilizer.	NA
Garden tools	Contractor shall take care of repair, issue of new sets, All Garden tools.	NA

8. Equipment Management:

All Machines repair and maintenance work shall in P-MH scope.

9. Uniform Management:

Three sets of good quality uniform shall issued to each worker once in a year

10. Penalty / Security Deposit :

10.1 5,000 Penalty on each incident for attendance criteria not fulfill

10.2 Security deposit would be Inr 1,000,000 /- which is irrevocable if supplier withdraw services without consent

11. Others

11.1 If any Clause not mention here, will be added by mutual understanding.