

# BLOOM

## Balmer Lawrie Online Monthly Bulletin

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### Editorial

We've stepped into the new financial year and at this juncture our objective is to ensure that we not only meet but exceed the Business Plan we have set for ourselves. One way to ensure this is to align our individual targets to the organization goal through the Key Performance Targets (KPTs). Let's set ourselves SMART KPTs and strive to achieve excellence in everything that we do. Hope the new financial year will be a great one for Balmer Lawrie!

It's time to bid goodbye to spring and welcome summer with the celebration of Poila Baisakh, Vishu, Puthandu, Rongali Bihu, Baisakhi, Gudi Padwa, Ugadi etc. BLOOM wishes all of you Shubho Nabo Borsho and tons of joy, peace and prosperity.

If you have any suggestion or feedback, do send email to [mukhopadhyay.mohar@balmerlawrie.com](mailto:mukhopadhyay.mohar@balmerlawrie.com).

Mohar

### Balmer Lawrie signs MOU with MOP&NG



Shri Viren Sinha [C&MD], Balmer Lawrie signed the MOU for 2013-14 with Shri Vivek Rae, Secretary, Ministry of Petroleum and Natural Gas at Shastri Bhavan in New Delhi on 22nd March, 2013.

## BL Updates



Town Hall meetings were held across various locations in the months of February & March 2013 during which C&MD and Directors shared the findings of the Employee Satisfaction Survey that was conducted as part of the BLEND initiative, with all Officers and Executives.



T&T, Chennai set up its fourth Implant Office at Indian Institute of Management (IIM), Tiruchirapalli (Trichy) on 18th March, 2013. The office was inaugurated by Chief Administrative Officer (CAO) of IIM.

In photo, the CAO of IIM is seen inaugurating the implant office in the presence of AVP (T&T) and Chief Manager (T&T), Chennai.



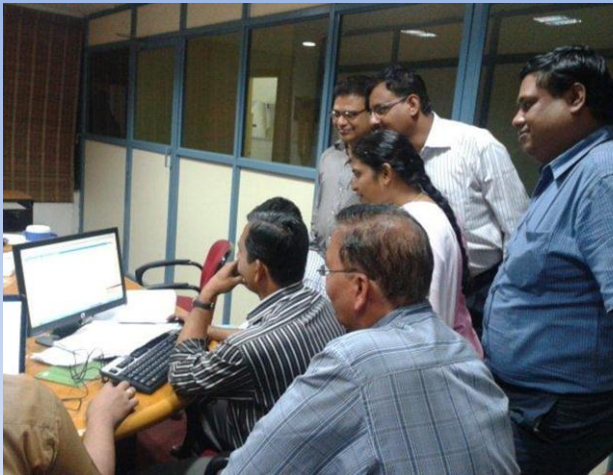
LS, Chennai successfully handled high volume break-bulk shipment (single parcel of 48 MT) for C.V.R.D.E., Avadi, Chennai. The scope of work included movement of cargo from the port of origin, customs clearance, and loading & delivery to the site.



In the first week of March 2013, LS, Vizag handled Breakbulk Ocean Import Charter for Mazagon Dock Limited, Mumbai comprising of Defense equipment. The project involved Stevedoring, Customs Clearance, and Transportation & Delivery of the material from Russia to the Indian Navy Unit located in Vizag.



A bhoomi puja was organised on 4th March, 2013 at the High Throughput Plant (HTP), project site at Taloja.



IComet was successfully implemented in CFS, Chennai on 1st February 2013.



A training program on Quality Circle was organized for officers of IP, Sewree by Quality Circle of India Mumbai Chapter, in March 2013.



IT Dept. organized E-Procurement Training Sessions for Vendors and Buyers in Chennai on 7<sup>th</sup> & 8<sup>th</sup> March, 2013. The sessions were attended by users from SBUs: PC, LI, LS, G&L and IP and Vendors of the Manufacturing SBUs.



The Annual Cultural Function of BLRC was organised on 10th of March, 2013 at Mahajati Sadan, Kolkata. Present on the occasion were D[S] and SVP[HR].

The 62nd Annual Drama of the Balmer Lawrie Recreation Club (BLRC) was organised on 2nd of March, 2013 at the Tapan Theatre, Kolkata. Members of Hide Road Complex and Head Office performed on stage. Also, there was a musical performance by Shri Aniket Preetish. D[HR&CA] and D[F] were amongst the distinguished guests present on this occasion.

## Glimpses of the National Safety Week observed from 4th to 9th March 2013



National Safety Week was observed from 4th to 9th March in all units/establishments across locations. The week commenced with the safety pledge taking ceremony and reading out of C&MD's message. Over the week various programs were organized like mock drills, safety training/workshop on safe lifting operations and managing hazards, screening of safety films, quiz, extempore, safety slogan, essay writing and spot the hazard contests. The programs were successful in generating awareness of safety amongst employees.

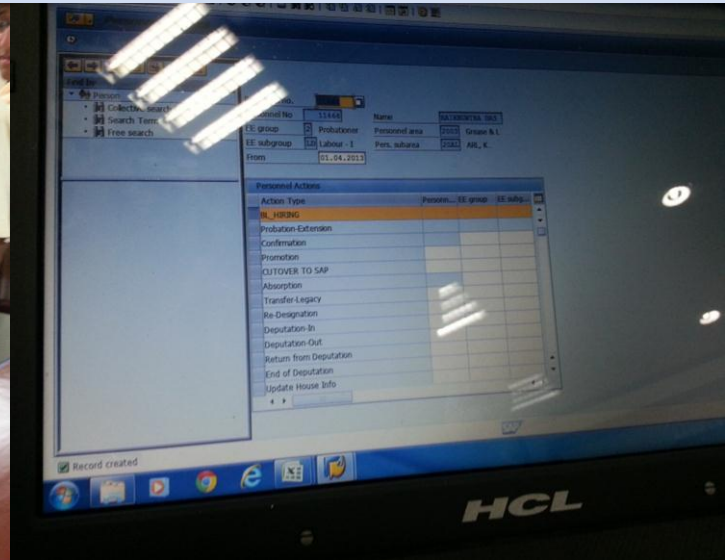
## ERP Update



A meeting of the ERP Steering committee was held in Corporate Office, Kolkata on 22nd March 2013. All Directors, the Project Management team of BL, TCS and PwC were present.



*The "action of hiring" is being done in SAP Production server by the "end user"*



*First Transaction "Hiring action" made on 1st April during Go-Live.*

A significant milestone was achieved in the BLESS project on 1st April 2013 with the HCM module going live. The modules covered were Personnel Administration which deals with the 'Hire to Retire' action cycle.

## HSE (Health, Safety & Environment) Corner

### **Hand tools**

Hand tools are simple machines with leverage which find wide application in fitting work and varieties of maintenance job like opening, tightening, setting, adjusting, cutting etc. If the tools are not used safely they may cause accidents leading to the following injuries:

1. Eye Injury due to flying chips
2. Finger/ palm injury due to cut or punctured wound
3. Crash Injury due to slipping of tools from their position
4. Bruises, broken bones or other disabling injuries

Hand tools on an average, account for 7 to 10% of total industrial accidents. They sometimes cause even fatal accidents due to fall of heavy tools while working at a height etc.

### **Cause of accidents:**

1. Wrong selection of tools
2. Unsafe condition of tool
3. Improper application of hand tools
4. Unsafe carrying & keeping of hand tools.

### Use of Portable power tools:

Common cause of accidents in the use of electrically power operated tools like drill, grinder, sander, polisher, blower etc. are given below:

1. Improper plugging
2. Insulation failure.
3. Improper earthing or No earthing of Tool
4. Working at awkward position, in Dump Situation in a confined space or at a height.

Such accidents may be avoided by ensuring correct plugging, checking insulation and earthing periodically and taking extra precautions while working in hazardous situations.



### सीएसआर अद्यतनीकरण



आईटीसी, सोनार बांग्ला में 11 मार्च 2013 को ग्लोबल कंपैक्ट नेटवर्क इंडिया के 8वीं नैशनल कन्वेंशन में मानव विकास एवं वृद्धि पर आयोजित सभा में निदेशक (एचआर व सीए) को वक्तव्य रखने हेतु आमंत्रित किया गया था । भारत में यूएन ग्लोबल कंपैक्ट का बामर लॉरी एक संस्थापक सदस्य है ।



दिल्ली में प्रशिक्षु लड़कियों को यात्रा एवं पर्यटन पाठ्यक्रम की पढ़ाई हेतु मार्च 2013 में वृत्तिका प्रदान किया गया । सीएसआर पहल के तहत यह पाठ्यक्रम बामर लॉरी द्वारा प्रायोजित किया गया ।



कोलकाता केंद्र में यात्रा एवं पर्यटन कोर्स करने वाली प्रशिक्षु लड़कियों को ट्रेड विंग्स इंस्टिट्यूट ऑफ मैनेजमेंट द्वारा डिप्लोमा प्रमाण पत्र प्रदान किया गया । 99 % प्रशिक्षुओं ने 50% से ऊपर अंक प्राप्त किए ।

### कार्मिक सूचना - मार्च 2013 / Personnel Information - March 2013

#### स्थानान्तरण / Transfer

सुश्री अंब्रिन फातमा, सहा. प्रबंधक [विक्रय], यात्रा - लखनऊ को पर्यटन - दिल्ली में सहा. प्रबंधक [विक्रय], के रूप में स्थानान्तरित किया गया है ।

**Ms Ambreen Fatma**, Asst. Manager [Sales], Travel - Lucknow has been transferred to Tours - Delhi as Asst. Manager [Sales].

*आपको नए कार्यभार की शुभकामनाएं।*

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

#### पुनः पदनाम / Re-designation

श्री देबाशीस दास, वरि. प्रबंधक [उत्पाद विकास], आईपी [टी&पीडी] - कोलकाता को वरि. प्रबंधक [उत्पादन], आईपी [टी&पीडी] - कोलकाता के रूप में पदनामित किया गया है ।

**Shri Debashis Das**, Senior Manager [Product Development], IP [T&PD] - Kolkata has been re-designated as Senior Manager [Production], IP [T&PD] - Kolkata.

श्री अभय कुमार, प्रबंधक [रख-रखाव], आईपी - कोलकाता को प्रबंधक [उत्पादन व टी&पीडी], आईपी - कोलकाता के रूप में पदनामित किया गया है ।

**Shri Abhay Kumar**, Manager [Maintenance], IP - Kolkata has been re-designated as Manager [Production and T&PD], IP - Kolkata.

*आपको नए कार्यभार की शुभकामनाएं।*

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

#### विदाई / Farewell

श्री अशोक कुमार दे, प्रबंधक [भंडार], जी&एल - कोलकाता, 33 वर्षों की सफलतापूर्वक सेवा संपूर्ण कर 31 मार्च को सेवानिवृत्त हुए ।

**Shri Asok Kumar Dey**, Manager [Stores], G&L - Kolkata retired on 31<sup>st</sup> March after successfully completing around 33 years of service.



श्री मृणाल कांति बोस, कनिष्ठ अधिकारी [रख-रखाव], आईपी - कोलकाता, 32 वर्षों की सफलतापूर्वक सेवा संपूर्ण कर 31 मार्च को सेवानिवृत्त हुए ।

**Shri Mrinal Kanti Bose**, Junior Officer [Maintenance], IP - Kolkata retired on 31<sup>st</sup> March after successfully completing more than 32 years of service.

*हम आपके सेवानिवृत्ति जीवन सुखमय एवं शांतिमय होने की कामना करते हैं ।  
We wish you all the best in your future life.*

#### **नए सदस्य / New Member**

श्री अरिजीत दास ठाकुर की नियुक्ति, 8 मार्च, 2013 को जी&एल, सिउड़ी में मुख्य प्रबंधक [खुदरा विक्रय] के रूप में हुई।

**Shri Arijit Das Thakur** joined G&L, Sewree as Chief Manager [Retail Sales] on 8<sup>th</sup> March, 2013.

श्री बरुण कुमार दुबे की नियुक्ति, 18 मार्च, 2013 को जी&एल, सिलवासा में सहायक प्रबंधक [खुदरा विक्रय] के रूप में हुई।

**Shri Barun Kumar Dubey** joined G&L, Silvassa as Asst. Manager [Retail Marketing] on 18<sup>th</sup> March, 2013.

*बामर लॉरी परिवार में आपका स्वागत है एवं आपलोगों को हार्दिक शुभकामनाएं ।  
Welcome both of you to the Balmer Lawrie family and wish you all the best!*

#### **Glimpses from the City of Joy**



*Nicco Park is an amusement park in India, located in Salt Lake City, Kolkata. The park was created to attract tourists to the state by providing family-friendly recreation as well as educative entertainment. Nicco Park opened on October 13, 1991 and has since been referred to as the Disneyland of West Bengal. Presently, the 40 acre park is home to over 35 different attractions and has served over 24 million customers.*