



# Dadar Club

Lokmanya Tilak Lane No. 3  
Dadar (E)Mumbai – 400016  
Tel: 24143627 / 24150590  
E-mail: admin@dadarclub.com

31/08/2020

Dear Members,

In view of the covid19 pandemic and government & Municipal authorities' notifications, Managing Committee has decided as follows –

The Club office will be functional from 2nd Sep. 2020 as per the following rules and regulations.

1. Office will remain open on Monday, Wednesday & Friday. From 11AM to 5PM including lunch time as usual.
2. Club members or Management members shall visit only if called by the staff for specific work. Any Member visiting the Club office must:
  - i. Call the office, give reason for visit and fix timing - fix appointment.
  - ii. Not be allowed to go from one table to another.
  - iii. Be entertained in a cabin / space earmarked for such visit.
3. Face shall be covered by using a mask or a cotton cloth. Nose and mouth must be covered with their flexed elbow while sneezing or should sneeze into a handkerchief or tissue and dispose the tissue immediately.
4. Every Member shall fill up the declaration format at the reception counter.
5. Member shall check temperature & oxygen level at the entrance. The entry to club shall be decided on the basis of the details mentioned below.
  - i. The temperature shall be 37.2°C or 99°F or lower.
  - ii. The oxygen level shall be 94% or higher.
6. Sanitizer must be used at the entrance.
7. Social distancing shall be observed at all times.
8. Touch points like railings etc. should be avoided as much as possible.
9. In case of any respiratory symptoms, if feeling unwell etc; the workplace should be left immediately after informing Chief Manger.
10. Aarogya setup app shall be downloaded on mobile phone.
11. Club members or Managing Committee members shall visit only if called by the staff for specific work. Anyone, besides Managing Committee Members visiting the Club office must:
  - iv. Call the office, give reason for visit and fix timing - fix appointment.
  - v. Not be allowed to go from one table to another.
  - vi. Be entertained in a cabin / space earmarked for such visit.
  - vii. Members age 65 and above shall communicate only by using phones and other electronic media.
12. For the requirement of any document by anyone, permission of the Jt. Hon. Secretary shall be obtained.
13. Any visitor, desirous of seeking membership of the Club shall route through the Chief Operational Manager, Ms Sonali Vernekar.
14. A person shall be responsible for his / her health issue or / and wellbeing during the visit to Dadar club.
15. The above rules and regulations are valid till the further notice.

The members shall follow all the rules and regulations as per the notifications of Government and Municipal authorities, which are put up on Club's notice board and following links.

Regards,  
Hon. Jt. Secretaries,  
FOR MANAGING COMMITTEE