



SPONSORED BY THE MINISTRY OF COMMERCE & INDUSTRY

Ref.No.: GJEPC/MSME\_SOP/2020-21

23<sup>rd</sup> April, 2020

To,

All MSME Members of the Council

Dear Members,

Greetings!

This Council is in receipt of a communication from Ministry of MSME stating **the Standard Operating Procedures (SOP) for MSME units to be followed in view of COVID-19 at workplace.**

Please find attached herewith the SOPs in **English and Hindi for the Members reference.**

For any clarification on SOP, order dated 15.04.2020 issued by Ministry of Home Affairs, Government of India, may kindly be referred.

Members are requested to kindly follow the instruction as mentioned in the SOP.

Thanking you,

With best regards,

Sd/-

SABYASACHI RAY  
EXECUTIVE DIRECTOR

Encl: Click here to download

[SOP in English](#)

[SOP in Hindi](#)

[Notification issued by Ministry of Home Affairs dated 15/04/2020](#)

रत्न तथा आभूषण निर्यात संवर्धन परिषद् | The Gem & Jewellery Export Promotion Council

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