

FML/HR/ 237

March 20, 2018.

**NOTICE****Sub: Identity Card.**

In spite of repeated Notifications informing that it is mandatory to display the Identity Card in a visible manner at the time of Entry in to the factory premises as also while they are in the company premises, it has been noticed that some of the employees are still not displaying the Identity Cards in a visible manner.

It is once again informed that the Identity Card should be displayed in a visible manner on the pocket of the Shirt. **(Not to be kept in Pocket)**. A sample photograph showing display of Identity Card is annexed below.

All employees are advised to adhere to the same with immediate effect, failing which strict disciplinary action will be taken against defaulters.



**P.V. INAMDAR**  
**EXECUTIVE DIRECTOR (OPERATIONS)**

**FORCE MOTORS LIMITED**

CIN : L34102PN1958PLC011172

Regd. Office : Mumbai-Pune Road, Akurdi, PUNE - 411 035, INDIA. Tel. : (+91) 20 27476381

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