**COVID-19 Self Declaration Form**

**Note:**

* Kindly read the *Organizational Notification: Advisory for Employees travelling; Interstate & Overseas in the background of COVID-19*
* This form is to be sent via official email-id to your Reporting Manager & HR prior to,
  + 1. Visit to client-site
    2. Return from leave wherein outstation travel was undertaken

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| **Date:** |  |

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| **Name:** |  | **Project/Dept:** |  |
| **Emp ID:** |  | **Manager:** |  |

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| **Hereby give a declaration to the following effect that during my leave or otherwise,** | |
|  | I have/am not resided/residing in any containment zone. |
|  | I am not suffering any fever/cough/any respiratory diseases. |
|  | I am are not under quarantine. |
|  | I have not tested COVID-19 positive in last two months. |
|  | I have not travelled by Air/Rail/Public Transport in the last 14 days. (if yes give details) |
|  | I understand that if above is found false at a later date I would be liable to penal and disciplinary action. |

* I am following all the government directives pertaining to Covid19.
* I understand by sending this mail via my official email-id it will be deemed to have been signed by me.

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| **Signature:** |  |