

Objective:

Team get togethers are organized to help in building a better work culture. Such offsite, informal team get togethers help in:

- Building better relations in team
- Strengthening communication among team members
- Driving team cooperation and collaboration
- Facilitating in times of conflict resolution and problem solving
- Rejuvenating & motivating the team

Scope: All employees of TDSG

Type of Team Get Togethers:

- a. Get together of Department leads, Division Heads, Directors and MD san
- b. Division wise get togethers

Method for Team Get Togethers:

1. Informal get togethers of each type can be arranged once in 6 months in around June or November of the year.
2. Such gatherings must not affect regular working of the team members. Hold the meeting during non-business hours, including travel time.
3. The Division wise team gathering can be arranged in smaller groups as per work calendar
4. The team gathering budget will be borne by Division concerned
5. One team member of Division can attend the get together once in six months only
6. All team members must maintain discipline and uphold the image of the organization during the get together, while traveling to and going back to residence from the same. Any police/legal problems will not be entertained for resolution by Company & the same will be taken up as a disciplinary case by TDSG.
7. The department lead/senior most person of the gathering should take up responsibility to maintain discipline, ensure budget guidelines and payments to vendor.
8. Location of gathering must be nearest area to residence of the maximum number of employees attending the gathering. "Area" means Mehsana, Becharaji, Mandal & Ahmedabad and the company's budget cannot be used for holding anywhere else.
9. The restaurant/facility should be of appropriate standards of cleanliness, hygiene as well as budget provided by Division.
10. Budget should include meals, transport & other cost. If the cost goes beyond the budget allotted, then the employees need to share the cost of the remaining part / excess of the expenses from the budget.
11. Get togethers can be arranged with support from HR& Admn. team
12. During Corona times, below is recommended:
 - a. Covid appropriate behavior must be followed by all participants.
 - b. Gathering should be in an open space as far as possible.
 - c. Should be in a place/restaurant where covid appropriate measures are followed.
 - d. Current situation of Covid must be considered while taking decision for get together.
 - e. Number of persons can be decided as per work convenience and sustainability by Division
 - f. Contact Medical services immediately if any symptoms appear after get together.