



**NATIONAL ALUMINIUM COMPANY LIMITED  
MINES & REFINERY COMPLEX, DAMANJODI**

Ref.No. NAL/AR/GGM(Env TQM & TSM)/ 14

Dated 19-12-2025

**CIRCULAR**

**Sub: Prohibition of Single Use Plastic (SUP) in the plant and Township, Damanjodi**

In line with the commitment of NALCO towards environmental protection and sustainable development, it has been decided to **prohibit the use of Single Use Plastic (SUP)** in the plant and Township of the **M&R Complex, NALCO, Damanjodi**.

Single Use Plastics have serious adverse impacts on the environment and human health. Improper disposal of plastic items leads to soil and water pollution, blocks drainage systems, harms animals and marine life, and contributes to long-term ecological imbalance due to their non-biodegradable nature.

The **State Pollution Control Board (SPCB)** has also directed the abolition of Single Use Plastic vide **Letter No. 2634, IND-IV-PCB-PWM-53 date 19.02.2022**. Accordingly, the use of Single Use Plastic items shall be **prohibited from 1<sup>st</sup> January 2026**.

**Guidelines and Alternatives:**

- Use of **Single Use Plastic items such as plastic carry bags, cups, plates, straws, spoons, bottles, etc. is strictly prohibited** in the plant and township.
- **Eco-friendly and biodegradable alternatives**, including **biodegradable plastic/polythene**, paper-based items, steel or glass utensils, shall be used instead.
- During **official functions, meetings, and parties**, only **reusable bottles and glasses** shall be used for drinking water. Wherever required, **water jars along with paper cups** shall be used instead of disposable plastic bottles and cups.
- All are encouraged to **carry cloth bags in their vehicles** for purchasing materials from markets, thereby avoiding plastic carry bags.

All employees, residents, contractors, vendors, and visitors are requested to strictly adhere to the above instructions. **Non-compliance with this circular shall attract suitable action as deemed fit** by the competent authority.

Let us collectively strive to make our **plant and township free of Single Use Plastic items**.

**Sanjaya Kumar Patnaik**  
CGM (Env, TQM, T/S Maint.)

**Copy to:** ED (M&R)/ED(Project)-EPO-For kind information

All CGMs of M&R complex

All at Refinery, All at Mines

All Shopkeepers at Township & plant

All notice boards