

Ref: NALCO/M&R/HR/321

Dated 28-11-2025

**Circular**

It has been observed that two-wheeler drivers inside NALCO township are not following standard safety protocols while driving their vehicles.

**Here are the important rules for two-wheeler riders that must be followed:**

- Must Have a Driving Licence: This is the most important rule. Someone riding a two-wheeler is required to have an active driving license with them. Driving license ensures competency in driving.
- Wear a Helmet: Wearing a helmet is of paramount importance for the safety of the rider. The new traffic regulations have increased the penalties for riding a two-wheeler without a helmet. Use IS Standard. Discard after one hit.
- Do Not Ride Under the Influence of Alcohol: Riding under the influence of intoxicating substances is dangerous for the rider as well as for others on the road. Alcohol reduces judgement capacity.
- Do Not Overload Your Two-Wheeler: Two-wheelers are designed to carry a rider and a pillion. It is illegal to seat more than two people on a two-wheeler. Apart from this, you should also avoid carrying too much material on the two-wheeler. Brakes remain less effective with high weight.
- Do Not Ride without Insurance: According to the law, every two-wheeler should have at least third-party two-wheeler insurance. Riding without insurance is liable for a hefty fine and also leaves you open to several financial risks. The victim gets the benefit from the 3<sup>rd</sup> part insurance.
- Do Not Exceed the Speed Limit: Whether you are driving within the township or on the highway, it is important to not exceed the speed limit. Speed limits are imposed to ensure that you will be able to stop quickly without too much impact. Speed limits are indicated depending on condition of the roads.
- No Rash Driving: Rash driving is a hazard for everyone. Rash driving can include several things, like changing lanes rapidly without the indicator, exceeding the speed limit significantly, and maintaining high speed. Rash driving puts the driver & rider, others including pedestrian in risk.

Implementation of the above rules have been entrusted to Township Security Services for enforcement and safety of all riders. It is advised to adhere to the above rules, failing which we will be compelled to take penal action including handing over to Police.

CGM(HR), M&R

**Copy to**

- All employees through email & Notice Boards.
- All CGMs/GMs/HODs for wide circulation to employees under their control.
- Gen Secretary of all Recognised Unions of M&R Complex.
- Gen Secretary of all Registered Unions of M&R Complex.
- Gen Secretary of NALCO SC/ST Employees Welfare Association, M&R Complex.
- Gen Secretary of NALCO Officers' Association, M&R Complex.
- Principal DPS and SVM.