



ITC SAHARANPUR

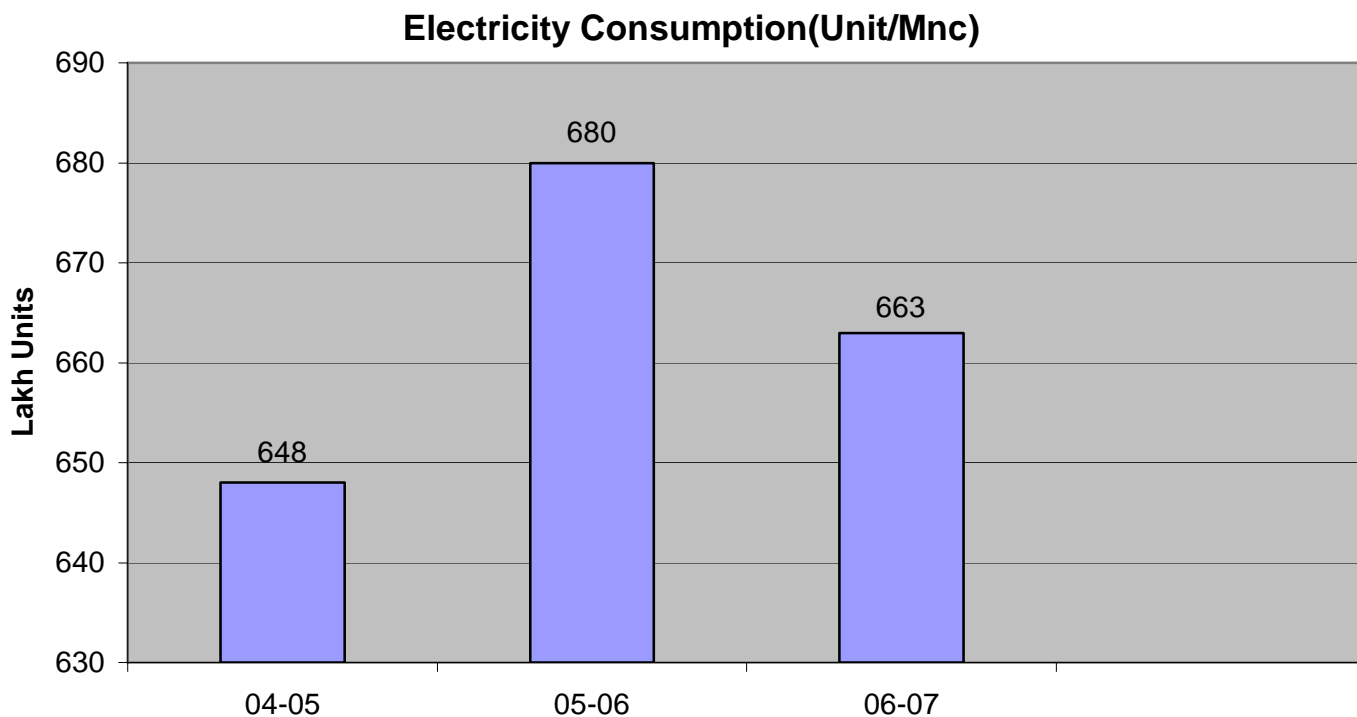
India Tobacco Division
ITC Limited

Unit Profile

ITC is one of the most successful corporates in the recent times. Its consistent performance and alignment towards social needs has taken it a long way since its inception. ITC Saharanpur is the second biggest plant after Bangalore factory and is responsible for the production of almost all the major brands in ITC's portfolio. ITC Saharanpur is establishment which manufacturers processed Leaf tobacco and Packed Cigarettes. The products are shipped to all the states in the country. The factory has been through a series of modernization process in the near past with induction of new generation technologies. The factory as it stands today is a state of the art facility catering to the needs of the consumer.

Energy Consumption

Electricity Consumption



Energy Conservation Commitment, Policy and Set up

ITC Saharanpur is committed to energy conservation through its commitment and actions. The unit is monitoring energy efficiency of supply and demand on daily basis. The unit is also undergoing periodic energy audits by competent organizations e.g. Siemens, TERI, Forbes Marshall, etc.

Energy Conservation forms part of the unit's Environment Management Policy. Unit takes active participation in the divisional meet on energy every year to review the status of the projects and share the plans for the coming year. The senior management team chaired by the unit head in the 'Branch Performance Review' held every month reviews the performance on each of the performance indices in the area of energy conservation.



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Variance on any index against the target is discussed in the daily review meetings where all the managers of the factory are present.

Energy conservation projects and targets are part of yearly objectives for performance assessment for engineers in the plant. Half yearly review is done by the superiors to ensure progress and mid term correction. Along with inputs from the expert team at the Divisional Head Office, potential areas for conservation are studied and various solutions are explored towards achieving the potential savings.

The energy conservation drive at ITC Saharanpur has been one of involvement and constant perseverance. The concept of kaizen has been used to drive this process across factory. The energy conservation drive is being taken forward religiously through self-driven teams consisting of cross-functional employees and managers together. The teams hold regular meetings in which they put forth their observations on areas in the factory. It is interesting to note that the suggestions put forward by the team members are implemented by the team members themselves. Following the principles of kaizen the team looks out for avenues at the Gemba (shopfloor) where muda (waste) is being generated. The works done by the team are small but the results achieved are excellent and large in magnitude.

The unit has adopted the following strategies towards energy conservation:

Strategy is the AIDA model (Awareness - Interest - Desire - Action)

Use of multiple channels & layers of communication leading to awareness, interest & desire

- 1) Daily tracking of energy consumption per unit production (kWh/mnc) with analysis at the morning meetings to managers and key supervisors
- 2) One to one interaction amongst the members of energy committee on fixed days every week in which the energy team members highlight the energy issues relevant to their respective areas.
- 3) Special issue of the Unit's In-house magazine "Pukaar" (A Clarion Call) with Energy conservation being the theme.
- 4) Monthly meetings of energy committee which is a cross functional group of managers and employees across departments, rank & hierarchy to discuss & resolve issues related to energy conservation.
- 5) Energy suggestion scheme & felicitation of winners in public by the unit head
- 6) Devoting a cross functional team, as a fall out of the Kaizen initiative undertaken by the unit about a year back, to generate ideas related to energy conservation, evaluate, implement & share results with the Energy team
- 7) Making energy a key indices to measure the unit's performance and reviewing it every month at the Branch Performance Review chaired by the Unit Head.

Monitoring and Reporting Systems

Use multiple forums for effective review of energy consumption and sharing energy conservation projects

Daily

1. Unit is reviewing performance every day morning, attended by top management, shop floor managers and key employees. Energy data is shared with team members in that meeting.

2. Data on specific energy consumption for each department is shared and compared against internal target.

Weekly



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One of the energy committee member , shares the performance on energy against the target as well as compare the same with last year performacne for the corresponding period.

Monthly

1. Energy committee members are meeting on monthly basis to take stock of energy status. Energy consumption data, actions to be taken and energy conservation projects to be undertaken in the future are discussed.
2. Unit managerail team meets every month to review the status of unit performance and energy performacne is monitored for cost as well as specific energy consumption.

Daily reporting

Online energy monitoring captures data on differrent key areas of the factory and energy reports being generated every day.

Environment and Safety

ITC Limited is known for its commitment to environment and safety. ITC's EHS (Environment Health and Safety) policy recognizes the twin needs of conservation and creation of productive resources .The unit has won many awards and accolades in the area of Environment , Health and Safety in the last few years.

Unit has an organizational structure across the hierarchy, unit head being the chairman of the Central EHS Committee. EHS coordinators for each section / department and unionized employees are part of this committee, which conducts review meetings every three months. Each department conducts a monthly meeting to review the progress of the action plans and share knowledge on developments in the field. The unit goes through stringent Divisional EHS audit and Corporate EHS audit every year. An established rating system covering the areas of Policy and organization, Occupation Health & Hygiene ,Equipment and Personal Safeguarding, Fire Prevention and Protection, Environment and Accident Recording And Investigation. The unit has progressively improved in the ratings over last 5 years. The unit EHS team also conducts monthly departmental audits and hygiene inspection audits.

Every manager of the factory has a defined role in EHS management. EHS targets and activities are part of individual performance objectives for each year. Identified managers are sent for training programs conducted by Corporate EHS. Every employee is covered once in three years on EHS awareness training program conducted in the unit. Weekly fire training program is conducted by fire coordinators for all employees on rotation.

Unit has an emergency plan and mock drill are conducted at periodical intervals. The unit has qualified fire coordinators as part of the fire safety organization. Unit has adequate infrastructure in terms of fire safety and protection.

External EHS Audit is carried out by the Corporate EHS Department once every year. The audit is carried out by a three member audit teams consisting of members from Corporate EHS Department and from other Divisions of ITC. Members from the same division to which the auditee unit belongs are not included in the audit team. The audit is based on Company's EHS Guidelines, which has six sections namely -

- Section 1 - EHS Organization & Management
- Section 2 - Occupational Health & Hygiene
- Section 3 - Electrical, Mechanical, Building, Housekeeping & Safe Work Practice
- Section 4 - Fire Safety
- Section 5 - Environment
- Section 6 - Accident Reporting, Investigation & Control.



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