



NESARA INSTRUMENTS & SERVICES.

No.535,Ground Floor,Kempegowda Main Road,BHEL Layout,
Pattanagere,Rajarajeshwarinagar Bengaluru 560098.INDIA
Mob: +919738137139;+91 9845290235;Tel: +91-080-35712070
mail:subramanya@nesarainstruments.in

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TO WHOMSOEVER IT MAY CONCERN **SAFE WORK PROCEDURE**

1.Keep work areas clean:

Proper housekeeping alone can go a long way in preventing injuries. Injuries such as slips, trips, falls, lacerations, sprains, strains, etc. can be reduced by keeping work areas organized and clean. Before starting or leaving office, employees should always check their work area and make sure it is clean and ready for them or the next employee to start work safely!

2.Use the proper tool for the job:

This is very important! If it does not cause an injury, using the wrong tool for the job can result in damage to the tool. This can lead to injury in the future the next time an employee uses it. Avoid the first impulse to use whatever tool (or object) is around you to get a work task done and use the proper tool to get the job done right.

3.Always wear the proper PPE for the work task:

Improper use of PPE or lack thereof, leads to many workplace injuries every year. PPE stands for Personal Protective Equipment and is the last line of defense when protecting employees from hazards at work. If you meet a hazard when not wearing the correct PPE the injury will be more severe than if you were wearing it. Always know which types of PPE is required for the job and how to properly wear and store it after use. Always double check PPE before use to ensure it in perfect condition and alert a supervisor if it isn't.

4.Never work on live equipment:

Energy sources including electrical, mechanical, hydraulic, pneumatic, chemical, thermal, or other sources in machines and equipment can be hazardous to workers. During the servicing and maintenance of machines and equipment, the unexpected startup or release of stored energy can result in serious injury or death to workers. This is why it is very important to know and follow proper Lockout/Tagout procedures. Lockout means to place a lock on a device that prevents energy release. Tagout means to place a tag on a switch or other shut off device that warns not to start that piece of equipment. Always follow proper lock out tag out procedures prior to maintenance or repair work on equipment

5.Communicate safety hazards to other personnel:

Safety hazards are unsafe working conditions that can cause injury, illness, or death. These are categorized as biological, physical, ergonomic, chemical, or work organization hazards. Never assume that a coworker understands the hazards of a task or circumstance. When work plans or conditions within the workplace change it is essential that employees take th'e necessary time to inform others. This includes anything that can cause a slips or trips, anything that can cause falls, unguarded and moving machinery parts, electrical hazards, and even confined spaces.

6.Stop work when needed to address hazards:

Employees should always stop work to take the time to get hazards addressed and to make it safe to continue the task. Whether you need to involve other personnel such as a supervisor or need to take time to get the right tool for the job, always take the time to do so. Failure to stop work and address work related hazards can lead to serious fatal injuries.

Thanking you,

For Nesara Instruments & Services,


Authorized Signatory

