

General Safety, Health and Environment Policy

Stay Safe at Work Today and Every Day

Purpose

This policy will be communicated to all parties interested in the performance of our management system including our contractors and sub-contractors. The welfare of all personnel including our employees as well as employees of our contractors and their sub-contractors is of strong interest to us. Accordingly, it is important that each individual recognize certain rules and practices when doing his job. These rules are general and basic in nature and hence cannot cover every possible working condition. Therefore, the cooperation of each person is a necessity so that operating procedures and work methods do not expose any of us to injury. Safety is a team effort in which each individual must share to eliminate or reduce the risk of loss or damage to personnel or property. Good judgement and common sense are required to supplement any rules.

Objectives

Communication of health and safety information is done on an on-going basis. At a minimum communication of health and safety information must be done at monthly safety talks. We endeavour to pursue excellence in all spheres of our business activity. To achieve this we will:

1. OPERATING SAFELY, RESPONSIBLY AND RELIABLY

Safety first is our Motto. Always operate safely and securely. We must be vigilant, disciplined and always looking out for one another. Each of us is a role model for safety.

2. COMMITMENT FROM CONTRACTORS

We expect and encourage contractors and others with whom we work with to comply with applicable Health, Safety, Security and Environment requirements which may be updated from time to time to achieve reasonable conditions of comfort and prevent injury to health.

3. HEALTH AND ACCIDENTS

a) All our employees shall undergo medical checkups once yearly and the same is to be reported to the Safety In-charge. Employees are responsible for reporting to supervisor, whenever they become ill or injured at work. All injuries, no matter how minor, must be reported immediately.

b) Effective and suitable provision shall be made in all our sites / factory for securing and maintaining adequate ventilation by the circulation of fresh air and such a temperature as will secure to workers therein reasonable conditions of comfort and prevent injury to health.

c) Each individual shall strive towards reduced sickness absence and reduced / zero accidents. For this purpose, there should be stringent adherence to near misses, incident and accident reporting and compliance with PPE policy at all sites. All unsafe acts, condition, incidents, including "near misses" are to be documented and reported to the supervisor immediately. No reprisals or disciplinary action will be taken unless there is wilful misconduct, negligence or criminal intent by the person(s) reporting.

4. TREASURABLE ENVIRONMENT

Environment is our home and hence we all shall strive to conserve our fragile environment and improve our occupational health and safety requirements. We are committed to conservation of natural resources and minimizing adverse impact by reducing the waste. All employees should be vigilant in the manner of waste disposal including minor acts like reusing printed one sided papers that are no longer required and printing only when specified.

5. LEGAL COMPLIANCES

Wherever necessary and called for, all documents to be maintained for ease of audit and other legalities.

The following list contains the other General Rules set out for Health and Safety not mentioned above. Please note that the list is not exhaustive. Additional rules unique to each department or workplace may be added, as required.

1. Our Policy requires everyone to stop any work, or prevent any work from starting, where adequate controls of Safety, Health and Environment risks are found not to be in place, informing his immediate supervisor for the same.
2. Everyone is expected to know and follow Safety, Health and Environment Policy.
3. Consuming or being in possession of alcohol or illegal drugs in the workplace is strictly prohibited.
4. Theft, vandalism or any other abuse or misuse of firm's or its client's property is prohibited.
5. Abusive or inappropriate behaviour in the work place such as horse play, practical jokes, etc., physical or verbal is prohibited.
6. Every employee shall keep his/her work area neat, clean, orderly and free of hazards.
7. All employees must be aware of the emergency procedures such as evacuation routes and muster points, emergency phone numbers, locations of fire extinguishers, etc.
8. All our employees as well as those of our Sub-Contractors must strictly follow these guidelines as well as specific safety standards that may apply.
9. We promote the well-being of employees as an essential part of our business activity.



Contractor for HT and LT Installation, Testing, Commissioning, Maintenance & Supply of Electrical Equipment

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Review

We believe that Safety, Health and Environment command equal prominence with other business considerations in decision making process. Hence, we shall regularly monitor and measure aspects such as Training of new, temporary and existing employees, Injury causes, Workplace inspections, Safety recommendations from Principal firms where we have contracts etc. Accordingly, we shall review our performance, strive for improvement and update our objectives and targets consistent with the aims of this policy and initiate action to reduce loss to manpower, work, equipment and compensation loss.

Bhupendrabhai Vankar

Partner