



Health, Safety, and Environmental (HSE) Management Plan

Revision History

A history of the revisions to this document is located below; to include the revision number, release date, revision summary descriptive, writer, and approval authority for each. Revisions to the Health, Safety, and Environmental Management System (HS&E MS) are routinely accomplished as part of the review and improvement process described in the HS&E MS, Level 1 document, governed and approved by the Management.

REVISION	DATE	REVISION SUMMARY	WRITER	APPROVAL
00	1 st July 2020		N Sharma	

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1. Scope and Objective

The scope of the HSE Management System covers CVS, responsibilities and authorities, procedures, methods and the resources to achieve and maintain a Quality of service in accordance with the policies and objectives of the company.

The scope will cover all activities of CVS at the different geographical locations for Contracts and Project Planning, Operations and Field Activities related to client requirements.

Compliance with legal and other requirements concerning health, safety and the environment shall be maintained and the right industry codes of practice and standards shall be implemented to complement and improve working and environmental conditions where needed and to enhance performance in health, safety and environmental protection.

2. Policy and Strategic Objectives

2.1 HSE Policy Statement

The HSE Policy is authorized by CVS Chairman and CEO. The *Health, Safety & Environment Policy Statement* provides the framework for action and for the setting of *HSE goals and plans*. It establishes the company's overall intentions and direction on addressing significant health and safety hazards, environmental impacts.

The CVS HSE Policy is:

Appropriate to the nature of CVS HSE risks, includes a commitment to comply with legal and other requirements; documented, implemented and maintained; communicated to all employees.

Available to interested parties; reviewed at least annually as part of the Management review to ensure it remains relevant and appropriate to CVS activities.

The communication of CVS HSE Policy is an ongoing process. Management is committed to familiarizing its employees, vendors and contractors by using different ways of communication such as Intranet, E-mail, Memos, Safety Meetings, and Posters.



3. HSE Management Systems

3.1 HSE Elements

We have taken the best HSE practices learning with working and the implementation of the same in our organization. We within CVS as well as per client requirement follow and work on the below elements of for safe & healthy working atmosphere for our employees.

- HSE Plan - We in line with the client requirement prepare and submit the HSE Plan which will be implemented on the client site considering all the HSE aspects.
- Policy, procedures and process - As a service company we have essential policy statement as detailed above with our procedures and process. The procedure may vary based on the client's basic requirements.
- Training and Induction - We train our employees to the basic minimum HSE training and induction to all the new joiners. We deliver basic trainings one in a year to our employees and basic HSE induction to all the new joiners concerning the site. This may vary based on the different client locations.
- Monitoring - We have dedicated Senior HSE personal as well as site HSE representative which monitors all the HSE fulfillment and focuses on the HSE compliances to the client as well as regulatory as per requirement based on the services.
- Supervision - For each project we have dedicated supervisor who is directly reporting to the corporate management team as well as to the HSE team.
- Reporting - We have a very robust system of daily reporting. All the data from the field operator is collected by the supervisor and sent to corporate. From corporate the data is again verified prior sending it to the client. Dedicated SPOC is maintained for the client interaction on routine basis which avoids any sort of miss communication.



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3.2 HSE Professionals

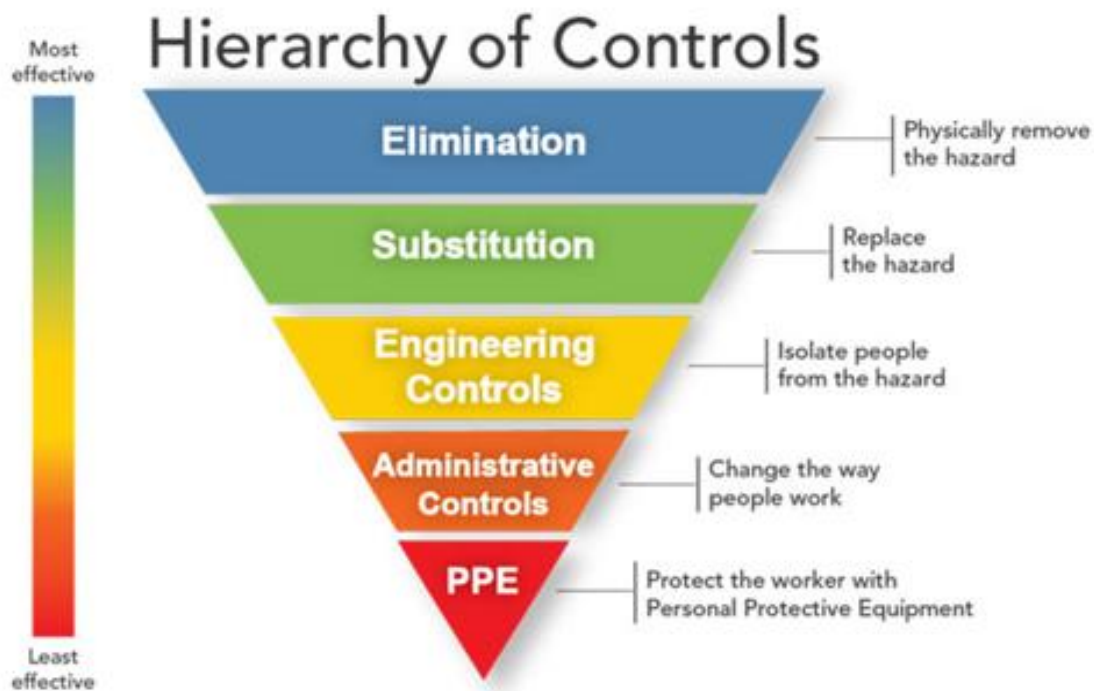
- Provides technical HSE support to project requirements.
- Ensure that necessary records are maintained as per applicable HSE requirements and reports submissions as per the timelines.
- Promote a high level of environment and safety awareness of the project among the project staff/workers through orientation/refresher training programs.
- CVS HSE Coordinator is responsible for carrying out HSE Orientation of CVSEmployees and their contractors in addition to clients HSE Induction.
- Act as a stimulus and catalyst for positive change to support an Interdependent HSE Culture.
- Provide practical technical HSE solutions.
- Facilitate and participate in hazard and risk assessments and provide HSE technical advice.
- Conduct formal evaluations and audits to ensure proper control and HSE MS conformance.

4. Risk Management (hazards and effects) and HSE Critical Elements

It applies to all the CVS work facilities and operations. This provides the basic minimum requirement to identify the impact of HSE risk hazards along with the appropriate task to control, minimize or eliminate all such risk hazards in the workplace. This vary as per the client requirement and we mostly follow as per the scope of services. If there is no requirement then we follow our own system and implement the same on our worksites.

What to Report?

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5. Monitoring Reporting and Improvement Plans

HSE risk and impact assessments

- Systematic method of identifying, controlling, and communicating health & safety hazards, environmental impacts and security issues.

HSE observation card

- Program to encourage employee and contract employee involvement in identifying HSE improvement opportunities, communicating and



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correcting substandard practices and substandard conditions, and the reporting of notable safe acts.

Monthly HSE or safety meetings

- Forum for two-way communication between management, employees and contract employees through discussion of HSE concerns, operational control procedures, legal, business and client requirements, best management practices, HSE performance, HSE goals, etc.

HSE training

- Means of communicating health, safety, environmental and security information, practices and procedures.
- Please find below the number of trainings being provided:
 - Confined Space Entry - Awareness
 - Chemical Hazard Communication - Awareness
 - Basic First Aid - Awareness
 - Road Safety Awareness
 - Basic Fire Prevention and Safety - Practical and Awareness
 - Emergency Management
 - Permit to Work - Awareness
 - H₂S Awareness
 - Electrical Safety - Awareness

Incident reviews

- Means of communicating the circumstances leading to an incident and the corrective and preventive actions taken to prevent recurrence.

Monthly, quarterly, or annual HSE summaries

- Overviews of HSE performance.

Management directives and guidelines

- Communications from top management on company goals, required or recommended practices, and the status of the business.

HSE MS management review meetings

- Means to determine the continued adequacy and suitability of the HSE MS