



## **SAFETY, HEALTH & ENVIRONMENT (SHE) SPOLICY**

### **1.0 SAFETY, HEALTH & ENVIRONMENT (SHE)**

- 1.1 The Company and its members shall be continuously committed to provide a safe and healthy working environment and comply, in the conduct of the business affairs of the Company, with all regulations regarding the preservation of the environment of the territory it operates in. The Company and its members shall be committed to prevent the wasteful use of natural resources and minimize any hazardous impact of the development, production, use and disposal of any of its products and services on the ecological environment.
- 1.2 The company as a responsible corporate citizen shall also consider it as its obligation to maintain highest standards of the environmental management and ensure for all its members, consultants, contractors and customers a safe and healthy environment free from occupational injury and disease.
- 1.3 The company and its members shall pursue high standards of safety, health and environmental management as an integral part of efficient management of the business ensuring that all business decisions take proper account of safety, health and environmental implications.

### **2.0 SHE COMMITTEE**

A SHE Committee shall be constituted comprising of senior management personnel of the Company and other members. The SHE Committee be responsible for ensuring safe and healthy environment and complying with all applicable regulatory legislations. The SHE Committee shall meet at regular intervals and atleast once every month. The SHE Committee may form various sub-committees for effective monitoring and observance of SHE. The SHE Committee shall inter-alia be responsible for following: -

1. Compliance with all applicable legislative requirements pertaining to SHE as minimum standard and where appropriate, institute additional measures for safety, health and environment.
2. Exemplary performance in safety, health and environmental performance.

3. Framing of guidelines for SHE in sync with this policy and guiding factors stated in para 3, 4 and 5 of this policy and its implementation.
4. Review and Revision of guidelines for SHE, if necessary.
5. Dissemination of information regarding SHE amongst members and promoting awareness of SHE by organizing inter-department, inter-unit competitions and contests through out the year and specially on the occasion of National Safety Day (4<sup>th</sup> March), National Fire Service Day (14<sup>th</sup> April) and World Environment Day (5<sup>th</sup> June).
6. Providing atleast 4 hours of SHE training to each member, contractors and others who work with the company.
7. Observation of SHE in all projects / processes wherever they are carried out.
8. Implementation of Guidelines laid down from time to time for safe and healthy environment.
9. Encouraging voluntary involvement of members by creating conducive environment.
10. Identifying the hazards and risk associated with activities, if any and take appropriate corrective measures to minimize the impact of same.
11. Promote and maintain open and constructive dialogue with all employees, local communities, regulatory agencies and other stakeholders.

### **3.0 GUIDING FACTORS FOR SAFETY**

- 3.1 Any accident, however trivial it may be, shall be reported. A team comprising of members of SHE Committee or any sub-committee thereof shall investigate and find out the probable cause and suggest preventive measures. The recommendations suggested by the team shall be implemented. The Company and its members shall strive to achieve zero accident rate, on sustainable basis.

- 3.2 Portable fire extinguishers of required type and capacity shall be installed at appropriate places. Members shall be imparted training to operate fire-fighting equipment.
- 3.3 Preparation of on-site/off-site emergency plans & conducting of regular mock drill and evacuation program.
- 3.4 Encouraging use of Personnel Protection Equipment (PPE) like Head Gear, Caps, Ear plug / muff & dust mask, Gloves, gumboot, apron and goggles etc. It will be the responsibility of the members to use the Safety gadgets while on duty.
- 3.5 Examination of Equipments at regular intervals by internal as well as the external agencies.
- 3.6 Dissemination of relevant information to employees relating to general safety, equipment operating safety and cautioning through visual media.
- 3.7 Development of safety culture, enforcement of safety rules and accepted safe practices.

#### **4.0 GUIDING FACTORS FOR HEALTH**

- 4.1 Medical Checkup before admitting any member and regular medical check up after admission of a member and maintenance of record thereof.
- 4.2 Availability of First Aid Boxes in every department / section and maintenance thereof.
- 4.3 Imparting of Health Education to members.

#### **5.0 GUIDING FACTORS FOR ENVIRONMENT**

- 5.1 Sustainable development.
- 5.2 Monitor, control and upgrade technology to prevent pollution and conserve resources.
- 5.3 All projects and processes shall be designed keeping in view environmental protection as an integral part to achieve sustainable development.
- 5.4 Maximum Recycling.
- 5.5 Reduction in use of water consumption.

- 5.6 Additional production of energy from wastes.
- 5.7 Use of treated water inside factory premises to maintain the plantation of various plants.

**6.0 RESPONSIBILITY FOR IMPLEMENTATION OF SHE POLICY.**

The HR Head shall have overall responsibility for implementing this policy and shall take internal / external approvals wherever necessary. The HR head shall furnish certificate regarding adherence to this policy to Compliance Officer on periodic basis. This policy be given wide publicity.