



# EMPLOYEE HEALTH & SAFETY POLICY

<b>Company Name:</b>	Uni Tritech Private Limited
<b>Document No.:</b>	UTPL-EHSP-01
<b>Version:</b>	1.0
<b>Effective Date:</b>	01/04/2024
<b>Next Review Date:</b>	01/04/2026
<b>Prepared By:</b>	Mr. Ramesh Mangi
<b>Reviewed By:</b>	Mr. Munir Khan
<b>Approved By:</b>	Mr. Madhu Shivangi

# 1. Policy Statement

The Company is committed to providing a safe, healthy, and injury-free workplace for all employees and workers. We recognize that protecting employee health and safety is a fundamental responsibility and a core element of our commitment to human rights, employee well-being, and sustainable business practices.

The Company strives to prevent work-related injuries, illnesses, and accidents by proactively identifying hazards, assessing risks, implementing appropriate controls, and fostering a strong culture of safety and accountability across all levels of the organization.

## 2. Purpose

The purpose of this policy is to establish the Company's commitment and overarching framework for occupational health and safety management. This policy defines expectations for maintaining safe working conditions, preventing occupational hazards, ensuring legal compliance, and promoting continuous improvement in health and safety performance.

## 3. Scope

This policy applies to all employees, contract workers, temporary workers, trainees, and visitors across all Company locations, including manufacturing units, warehouses, offices, project sites, and support facilities. It also applies to contractors, suppliers, and service providers working on behalf of the Company whose activities may impact workplace health and safety.

## 4. Applicable Laws, Regulations & Guiding Frameworks

### 4.1 National Laws & Regulations

- Occupational Safety, Health and Working Conditions Code
- Factories Act and applicable State Rules
- Employees' Compensation Act
- Contract Labour (Regulation and Abolition) provisions (where applicable)
- Applicable notifications, rules, and guidelines issued by competent authorities

### 4.2 International Guidelines

- ISO 45001 Occupational Health & Safety Management principles
- International Labour Organization (ILO) conventions on occupational safety and health
- WHO guidelines on occupational health

## 5. Alignment With UN Sustainable Development Goals (SDGs)

This policy supports the following SDGs:

- **SDG 3 – Good Health and Well-Being**
- **SDG 8 – Decent Work and Economic Growth**

## 6. Objectives and Targets

### 6.1 Qualitative Objectives

The Company aims to:

- Provide safe and healthy working conditions for all employees and workers.
- Identify workplace hazards and assess risks on a periodic basis.
- Prevent occupational injuries, illnesses, and unsafe conditions through proactive controls.
- Promote employee participation and consultation on health and safety matters.
- Ensure contractors and service providers comply with Company health and safety expectations.
- Build employee awareness and competence through regular health and safety training.
- Encourage reporting of unsafe conditions, near misses, and incidents without fear of retaliation.

### 6.2 Quantitative Targets

The Company will work towards:

- **Zero fatal accidents** across all operations.
- **Zero tolerance for unsafe working conditions** that pose immediate risk to life or health.
- **100% compliance** with applicable occupational health and safety legal requirements.
- **100% health and safety induction and periodic training coverage** for employees and relevant contractors.
- **100% investigation and closure of reported incidents and near misses** within defined timelines.

## 7. Health & Safety Management System

The Company maintains a structured Health & Safety Management System designed to systematically identify risks, implement preventive and control measures, monitor performance, and drive continuous improvement. The management system provides a framework for integrating health and safety considerations into day-to-day operations, decision-making processes, and overall business management.

## 8. Governance, Risk Management & Controls

### 8.1 Governance and Accountability

The Company will establish clear governance and accountability mechanisms for managing occupational health and safety, with defined roles and responsibilities at corporate and site levels. Management will provide oversight to ensure effective implementation of this policy.

### 8.2 Hazard Identification and Risk Assessment

Health and safety risks associated with routine and non-routine activities will be identified and assessed periodically. Appropriate preventive and control measures will be implemented to eliminate or reduce risks to acceptable levels.

### **8.3 Contractor and Third-Party Safety**

Contractors, suppliers, and service providers working on Company premises or projects are expected to comply with applicable health and safety laws and the Company's safety requirements. Their performance may be monitored as part of overall safety management.

## **9. Incident & Near-Miss Management**

All workplace incidents, near misses, and unsafe conditions are required to be reported through established reporting channels. The Company is committed to ensuring that such incidents are appropriately reviewed, investigated, and addressed to prevent recurrence. Learnings from incidents will be used to strengthen preventive measures and improve overall health and safety performance.

## **10. Emergency Preparedness & Response**

The Company is committed to maintaining preparedness for emergency situations that may pose risks to employee health and safety. Potential emergency scenarios will be identified, and appropriate response arrangements will be established to minimize harm to people, property, and the environment. Employees and relevant workers will be made aware of emergency response expectations applicable to their roles.

## **11. Occupational Health & Health Surveillance**

The Company recognizes the importance of protecting employee health in addition to preventing accidents. Where applicable, measures will be taken to identify and manage occupational health risks, including exposure to physical, chemical, ergonomic, or psychosocial hazards. Periodic health monitoring or medical examinations may be conducted in line with regulatory requirements and risk exposure.

## **12. Worker Consultation, Participation & Grievance Redressal**

The Company encourages open communication and active participation of employees and workers in health and safety matters. Consultation mechanisms are used to seek employee input on workplace risks, safety improvements, and preventive measures.

The Company provides accessible grievance and reporting mechanisms for employees and workers to raise health and safety concerns, unsafe conditions, or violations. All concerns are addressed promptly and confidentially. No employee or worker shall be subject to retaliation for raising concerns in good faith.

## **13. Training, Awareness & Employee Engagement**

The Company provides health and safety induction training to new employees and contractors and periodic refresher training based on job roles and risk exposure. Awareness initiatives are conducted to reinforce safe work practices and promote a positive safety culture.

## 14. Roles and Responsibilities

Role	Responsibilities
Top Management	Approve this policy, allocate resources, and review health and safety performance.
EHS / Safety Team	Coordinate implementation, conduct risk assessments, training, audits, and incident reviews.
Department Heads / Site Leads	Ensure safe working conditions, enforce controls, and promote safety culture.
Supervisors	Monitor day-to-day activities, address unsafe conditions, and guide workers.
Employees & Workers	Follow safety requirements, use protective equipment, and report hazards or incidents.
Contractors & Suppliers	Comply with Company safety requirements and applicable laws.

## 15. Monitoring, Review & Disclosure

Health and safety performance will be monitored through inspections, audits, incident analysis, and compliance reviews. Performance trends and incidents will be reviewed periodically by management to identify improvement opportunities. Records will be maintained in accordance with legal and internal requirements. Relevant information may be disclosed to authorities or stakeholders where required.

## 16. Document Control & Approval

This document is controlled and becomes effective only after formal preparation, review, and approval. Any revisions must follow the defined document control process. Only the latest approved version of this policy shall be used for operational purposes.

 <b>Approved By:</b> Mr. Madhu Shivangi Chief Operating Officer 25 <sup>th</sup> March 2024	 <b>Reviewed By:</b> Mr. Munir Khan DGM – Quality 22 <sup>nd</sup> March 2024	 <b>Prepared By:</b> Mr. Ramesh Mangi Sr. Manager - EHS 20 <sup>th</sup> March 2024
--	--	---