

Occupational Health and Safety (OH&S) Policy

BirlaNu is committed to ensuring a safe, healthy and secure work environment for all employees, contractors and visitors. This Occupational Health and Safety (OH&S) Policy outlines our commitment to preventing workplace injuries, illnesses and hazards while complying with all relevant legal and regulatory requirements.

The OH&S policy is aligned to the Mission, Vision and Values of BirlaNu and we are dedicated to:

- Providing a safe and healthy workplace for all employees.
- Complying with occupational health and safety laws and regulations.
- Identifying, assessing and controlling workplace hazards.
- Promoting a culture of safety through training and awareness programmes.
- Encouraging employees to take an active role in workplace safety.

Responsibilities

Management

- Ensure compliance with all relevant health and safety regulations.
- Provide necessary training, resources and support for OHS initiatives.
- Conduct regular workplace inspections and risk assessments.
- Investigate and respond to workplace incidents promptly.

Employees

- Follow all safety protocols and procedures.
- Report any hazards, incidents or unsafe conditions to management.
- Participate in OHS training programmes.
- Use personal protective equipment (PPE) as required.

Supervisors

- Enforce safety policies and procedures within their teams.
- Monitor and ensure compliance with OHS standards.
- Address employee concerns regarding health and safety.

OH&S Plan (Implementation Strategy)

1. Risk Assessment & Hazard Control

- Conduct initial workplace risk assessments and repeat quarterly.
- Implement the hierarchy of controls for identified hazards.
- Assign responsibilities to department heads for mitigation strategies.
- Provide employees with the necessary safety equipment and PPE.

2. Training and Awareness Programs

- Develop an annual training calendar covering key OH&S topics.
- Conduct mandatory training sessions on hazard identification, first aid and emergency response.
- Introduce digital learning modules for remote accessibility.
- Provide specialised training for high-risk jobs and machinery handling.

3. Incident Reporting and Investigation

- Implement a standardised incident reporting system accessible to all employees.
- Train supervisors to document and investigate incidents efficiently.
- Establish a root cause analysis framework to implement corrective measures.
- Maintain an incident log with trend analysis for preventive action.

4. Emergency Preparedness

- Develop and communicate emergency response plans to all employees.
- Conduct fire drills, first aid training and evacuation drills bi-annually.
- Regularly inspect and maintain fire safety equipment and first-aid kits.
- Designate emergency response teams within each department.

5. Workplace Inspections and Audits

- Schedule monthly workplace inspections to identify safety gaps.
- Conduct annual third-party audits for unbiased evaluation.
- Maintain an inspection checklist covering all OH&S parameters.
- Implement corrective actions based on inspection and audit findings.

6. Employee Engagement and Safety Culture

- Establish safety committees with employee representation.
- Introduce a safety rewards and recognition programme.
- Encourage employees to report hazards and suggest improvements.
- Conduct monthly safety meetings and awareness sessions.

7. Compliance and Continuous Improvement

- Ensure all policies and procedures are in line with OH&S regulations.
- Update safety protocols based on industry best practices.
- Monitor and review policy effectiveness through annual management reviews.
- Incorporate employee feedback in OH&S improvement initiatives.

8. Monitoring and Evaluation

- Quarterly review of safety metrics and incident reports.
- Annual employee surveys to gauge safety awareness and concerns.
- Continuous improvement through benchmarking against industry standards.

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