PUKHRAJ ADDITIVES LLP

OCCUPATIONAL HEALTH & SAFETY POLICY

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1. Policy

Pukhraj Additives LLP is committed to providing and maintaining a safe, healthy, and environmentally responsible workplace for all employees, trainees, contractors, visitors, and any other persons who may be affected by its operations. The Company is committed to preventing work-related injuries, occupational illnesses, environmental incidents, and promoting a strong safety culture through continual improvement.

To achieve this commitment, the Company shall:

1. Provide and maintain safe workplaces, plant, machinery, equipment, and work practices.
2. Identify workplace hazards, assess risks, and implement appropriate control measures to eliminate or minimize risks.
3. Comply with all applicable Occupational Health & Safety, environmental, and statutory requirements.
4. Provide employees with appropriate Personal Protective Equipment (PPE) and ensure its proper use and maintenance.
5. Provide induction, safety training, emergency preparedness training, and job-specific competency training.
6. Encourage employee participation in identifying hazards, reporting unsafe conditions, near misses, incidents, and suggesting safety improvements.
7. Maintain suitable welfare facilities, including clean drinking water, sanitation, washing facilities, rest areas, and first-aid arrangements.
8. Investigate workplace incidents, accidents, and near misses to prevent recurrence.
9. Promote environmental protection through pollution prevention, waste management, and responsible use of natural resources.
10. Continually improve the Company's Occupational Health & Safety Management System.

All employees, contractors, and visitors are responsible for complying with Company safety rules, using prescribed PPE, reporting unsafe conditions or incidents immediately, and contributing to a safe and healthy workplace.

Managers and supervisors are responsible for ensuring that employees work safely, receive appropriate training, follow approved procedures, and comply with applicable health, safety, and environmental requirements.

Failure to comply with this policy or Company safety requirements may result in disciplinary action in accordance with Company policies.

2. Manual handling Policy

It is Pukhraj Additives LLP' policy to provide all employees with a safe and healthy workplace by identifying, assessing and controlling manual handling risks.

While management is responsible for the health, safety and welfare of all staff, all employees must report potential and actual manual handling hazards.

Never lift or manually handle items larger or heavier than you can easily support. If you are in any doubt, do not hesitate to ask for help.

3. Workers' compensation Policy

All employees may be eligible for workers' compensation benefits if injured while at work.

3.1 Injury procedure

If there is an injury:

1. The first priority is medical attention. The injured worker or nearest colleague should contact one of PUKHRAJ ADDITIVES LLP first aiders. For a serious injury also call an ambulance.

2. Any employee who is injured on the job, experiences a safety incident or a near miss, must report the incident to their manager. All near misses must be reported, regardless of whether an injury occurs.

3. The manager must write a report in the Register of Injuries, Incidents and Near Misses.

This standard report must include:

- employee's name and job details
- time and date of injury
- exact location the injury/incident occurred
- how the injury/incident happened
- details of the injury/illness and the part/s of the body injured
- names of any witnesses
- name of the person entering details in the Register
- date the employer was notified

Pukhraj Additives LLP will let the injured employee know in writing that we have received notification of any injury or illness reported in the Register.

The manager shall ensure that serious injuries, accidents, and reportable incidents are immediately escalated to Management/EHS and reported to the applicable statutory authorities, wherever required by law."

4. No-Smoking Policy

Pukhraj Additives LLP is committed to providing a safe, healthy, and smoke-free workplace. Smoking, chewing tobacco, vaping, and the use of any tobacco or nicotine products are strictly prohibited inside Company buildings, production areas, warehouses, laboratories, offices, and any other designated non-smoking areas.

Employees who wish to use tobacco products may do so only during their authorized break periods and only in the designated smoking area, if provided by the Company. Smoking or tobacco use shall not interfere with work responsibilities or result in unauthorized absence from the workplace.

Smoking is strictly prohibited in areas where flammable, combustible, or hazardous materials are stored, handled, or processed.

Failure to comply with this policy may result in disciplinary action in accordance with Company policies.

5. Alcohol & Drugs Policy

Pukhraj Additives LLP is committed to maintaining a safe, healthy, and productive workplace. Employees must report to work fit for duty and capable of performing their responsibilities safely.

The Company strictly prohibits:

- Reporting to work under the influence of alcohol, illegal drugs, or intoxicating substances.
- Possessing, consuming, distributing, or selling alcohol or illegal drugs on Company premises.
- Working while impaired by alcohol, drugs, or any substance that may affect safety or job performance.

Employees who are required to take prescribed medication that may affect their ability to work safely must inform their Reporting Manager or the Human Resources Department before commencing work, where appropriate.

The Company may require an employee to leave the workplace if they are reasonably believed to be under the influence of alcohol or drugs and may initiate an investigation in accordance with Company policies.

Any violation of this policy may result in disciplinary action, including termination of employment, where appropriate.

Approved By



Karina Nagpal
Managing Partner
Pukhraj Additives LLP