

### **SAPO 012 - HEALTH AND SAFETY POLICY**

Our facility is committed to promote a healthy and safe environment and recognizes its obligation under the Occupational Health and Safety Policy. It is committed that the SA8000 Requirements will be implemented and adheres to all customer requirements, including customer-specific codes of conduct, regulatory compliance and continually improve in health and safety performance.

This is achieved by

- Providing the resources to develop and maintain an effective health and safety management system.
- Recognizing and accepting minimum responsibilities imposed by relevant statutory requirements.
- Consulting with employees Representative of Health and Safety Committee on health and safety issues to employees.
- Development of policies and procedures for specific areas, which will support this policy.
- Imparting training to all employees on Health and Safety
- Providing emergency and fire safety equipments and forming emergency response team to face the emergency situation
- Regular maintenance of machines and ensuring safety provisions in the machines
- Proper handling of hazardous materials, if used
- Periodical worker health analysed
- Ensuring proper housekeeping and hygiene.

## **Responsibilities**

Safety depends on the cooperative effort of everyone concerned but the following special responsibilities apply.

### **SMR is responsible and accountable for**

- Ensuring that activities are resourced to the extent necessary to ensure the health and safety of persons either performing or those who are affected by those activities.
- Implementing safety measures within their control in accordance with relevant codes of practices and applicable standards.
- Providing information, Instruction, Training and Supervision to all persons under their control, including contractors and visitors to ensure that any kind of risk is determined.
- The formulation, promulgation, and review of specific safety rules for activities conducted within the area under this control.
- Consulting on all occupational health and safety issues occurring with health and safety committee representatives.

### **All employees of Our Facility are:**

- Responsible for following safe work practices consistent with the extent of their control of influence over working conditions and methods.
- Required to cooperate with management in achieving a safe and healthy workplace.
- Required to take reasonable care of their own health and safety and any one of else who may be affected by their actions.
- Encouraged to activity contribute to the continuous improvement of our facility health and safety policies and procedures.

### **Implementation:**

This policy is implemented in consultation with health and safety representatives.



*[Signature]*  
Director & COO