



HEALTH AND SAFETY POLICY

For: GRG Polydynamics Private Limited

Address: No. 2/2A, Vallam A Village, Palnallur Village, Vallakottai, Sriperumbudur, Tamil Nadu – 631604

1. Purpose

The purpose of this policy is to establish and maintain safe and healthy working conditions for all employees, contractors, and visitors at GRG Polydynamics Pvt. Ltd., in compliance with applicable laws and regulations. This policy aims to prevent work-related injuries, illnesses, and accidents, and promote a culture of safety, awareness, and accountability.

2. Scope

This policy applies to all operations, employees, contractors, and visitors at all GRG Polydynamics facilities and project locations.

3. Legal and Regulatory Framework

This policy complies with the following statutory and regulatory requirements:

- Occupational Safety, Health, and Working Conditions Code, 2020
- Factories Act, 1948 & Tamil Nadu Factories Rules, 1950
- Environment (Protection) Act, 1986
- Employees' Compensation Act, 1923
- Industrial Employment (Standing Orders) Act, 1946
- Tamil Nadu Fire Service Act, 1985

4. Company Commitment

GRG Polydynamics Pvt. Ltd. commits to:

- Comply with all applicable health, safety, and environmental laws and standards.
- Identify, assess, and control workplace hazards to minimize risk.
- Provide safe machinery, equipment, and tools.
- Promote safety awareness through training and communication.
- Provide PPE and enforce proper use.
- Investigate incidents and implement preventive measures.
- Maintain an emergency response plan for all critical scenarios.
- Encourage active participation of all employees in health and safety initiatives.
- Continually improve the HSE Management System and performance through audits and reviews.

5. Roles and Responsibilities

Top Management: Provide leadership, allocate resources, and review HSE performance.

HSE Officer: Conduct hazard assessments, maintain statutory records, and lead audits.

Department Heads: Implement safety procedures and report hazards or incidents.

GRG/HR/D/13

Rev no:00

Rev Date:08.02.2024



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Employees: Follow safety rules, wear PPE, and report unsafe acts or conditions.

Contractors: Comply with GRG HSE standards and ensure the safety of their personnel.

6. Hazard Identification and Risk Control

All workplace hazards (physical, chemical, ergonomic, biological, and fire risks) shall be identified and evaluated through the Risk Assessment Register (HSE-RA-01). Controls will follow the Hierarchy of Controls (Elimination → Substitution → Engineering → Administrative → PPE).

7. Health & Safety Programs

- Fire and Evacuation Drills – every 6 months
- First Aid & Emergency Response Training – quarterly
- Machine & Electrical Safety Inspections – monthly
- Ergonomic and Occupational Health Checkups – annually
- Chemical Handling & MSDS Awareness – as applicable
- Safety Awareness Campaigns – quarterly

8. Statutory Registers and Documentation

Mandatory Registers to be maintained:

1. Accident Register (Form 24)
2. First Aid Register
3. Health Register (Medical Examination)
4. Hazardous Substance Handling Register
5. Fire Safety Inspection Report
6. PPE Issuance Register
7. Safety Training Attendance Records

9. Incident Reporting and Investigation

All incidents, injuries, or near-misses must be reported immediately to the Safety Officer. Root cause analysis will be performed, and preventive measures documented in the Incident Log (HSE-INC-01). Notifiable accidents must be reported to the Directorate of Industrial Safety and Health within 24 hours.

10. Emergency Preparedness

Emergency exits and assembly areas must be clearly marked. Fire extinguishers and first aid boxes shall be inspected monthly. An Emergency Response Plan (HSE-ERP-01) shall be implemented and tested biannually.

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11. Health Monitoring

Periodic medical checkups shall be arranged for employees exposed to physical or chemical hazards. Pre-employment and annual fitness certification is mandatory for all factory personnel.

12. Communication and Training

All employees shall receive induction training on health and safety during onboarding. Refresher sessions will be conducted annually. Safety posters and signs shall be displayed in both English and Tamil at prominent locations.

13. Non-Compliance & Disciplinary Action

Any employee or contractor failing to adhere to safety protocols may face disciplinary action, including warnings, suspension, or termination, depending on the severity of non-compliance.

14. Review and Continual Improvement

This policy shall be reviewed annually by the HSE Committee or after any major incident, regulatory update, or organizational change, to ensure its continued effectiveness and alignment with ISO 45001:2018 requirements.

Authorized Signatory:

A handwritten signature in blue ink, appearing to be 'B. D. A.', is written over a horizontal line.