

# **PRESTO ELECTROMECHANICS CO. L.L.C.**

## **POLICIES**

### **HEALTH & SAFETY**

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#### **SECTION 1.STATEMENT OF MANAGEMENT'S COMMITMENT**

The Company will:-

- 1.1- Provide adequate control of the health and safety risks arising from work activities.
- 1.2- Consult with employees on matters affecting their health and safety.
- 1.3- Provide and maintain safe plant and equipment.
- 1.4- Ensure safe handling and use of substances.
- 1.5- Provide information, instruction, induction training and supervision.
- 1.6- Provide suitable welfare provisions for employees.
- 1.7- Take any reasonably practicable steps to ensure the health and safety of all persons, other than Company employees who might be affected by Company operations, whether they are at work or not.
- 1.8- Ensure all employees are competent to do their tasks, and to give them adequate training.
- 1.9- Prevent accidents and cases of work-related ill-health.
- 1.10-Maintain safe and healthy working conditions.
- 1.11-Review and revise this policy as necessary at regular intervals.
- 1.12-Monitor working conditions, investigate accidents and keep records.

# **PRESTO ELECTROMECHANICS CO. L.L.C.**

## **POLICY STATEMENT ON HEALTH & SAFETY**

### **SECTION 2. RESPONSIBILITIES**

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#### Management Responsibilities

- 2.1- The manager is responsible for overall co-ordination of Projects and record keeping in general, and for ensuring that safe systems of work are used.
- 2.2- The manager is responsible for ensuring that the Company complies with all current legislation concerning health and safety at work.
- 2.3- The manager is responsible for ensuring that required equipment is stored safely on site and that safe systems are provided for doing Projects at customers premises.
- 2.4- The manager is responsible for ensuring that product safety data sheets are on file for all products used for Projects.
- 2.5- The manager is responsible for ensuring that pest control operatives are properly trained to perform the required tasks and that adequate, safe, well maintained equipment (including PPE) is provided.
- 2.6- The manager is responsible for updating existing risk assessments when significant changes in working practices demand it. He is also responsible for carrying out other risk assessments appropriate to activities, when and if these become needed.

# **PRESTO ELECTROMECHANICS CO. L.L.C.**

## **POLICY STATEMENT ON HEALTH & SAFETY**

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Employees Responsibilities,

All Company employees must:

- 2.8- Take reasonable care for the health and safety of themselves, their colleagues and of all other persons who could be affected by their acts or omissions.
- 2.9- Make full and proper use of the protective controls ex .protective clothing, provided.
- 2.10-Exercise their awareness, alertness, self-control and common sense at work.
- 2.11-Report promptly to their supervisor or the managing director of the Company all hazards, potential hazards, defects in equipment and any short-comings in the Company's work systems or procedure.
- 2.12-Not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety or welfare.
- 2.13-Obey all the safety rules, regulations and procedures contained in this policy statement and in other Company documents.
- 2.14-All Company employees are responsible, whilst at work for their own safety, for preventing hazards arising, for reporting health & safety concerns and for indicating any possible hazards to colleagues and customers. Additionally , each person is responsible for advising someone before absenting themselves from work, either short or long term, of any hazards likely to occur in their absence. It is the responsibility of each individual to refrain from activities which might bring about unacceptable negative attitudes to safety at work.



# PRESTO ELECTROMECHANICS CO. L.L.C.

## POLICY STATEMENT ON HEALTH & SAFETY SECTION

### 3:RISK AND CONTROL

SI.NO	Risk	Control
1	Carrying tools & materials while climbing ladder.	No items should be carried in hand while climbing. Items to be pulled by rope from top.
2	Head hitting piping & other installations.	Helmets to be worn.
3	Chances of falling down while working above 1Mtr	Use proper Scaffolding or ladders & fasten them properly. Safety belt to be used as far as possible.
4	Oil on the floor may cause slipping & falling.	Cardboard to be used where chances of oil spillage possible.
5	Leaks possible in new fittings.	Leak test to be performed on full pressure with soap solution.
6	Foreign particles going into eyes	Always wear goggles.
7	Exhaustion.	Provide drinking water nearby. Always have someone nearby while working.
8	Minor cuts while working	Ensure the nearest location of first aid box is known.
9	Electrocution with other systems nearby.	Stay away from electrical of nearby systems. Know the location of nearby electrical isolators.
10	Dehydration and Sunstroke while working in sun spot area	Always keep water and Drink more water to avoid dehydration, Take salt tablet to avoid unconscious and sunstroke
11	Inhaling harmful gases(ex. NH3)	Always wear safety mask when in doubt of harmful gases around.
12	Heavy material falling on foot	Wear proper Safety shoes.
13	Welding sparks falling on flammable or other materials.	Use proper fire blankets. Always keep fire extinguishitiion nearby.
14	Chances of being hit by forklifts or other moving vehicles.	Always wear transparent jacket and do not cross yellow lines. 4

# **PRESTO ELECTROMECHANICS CO. L.L.C.**

## **POLICY STATEMENT ON HEALTH & SAFETY**

### **SECTION 4: REVIEW & EVALUATION**

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- 4.1-This policy statement will be reviewed every three years by the manager when he will decide if a re-write is required. It is the responsibility of the manager to ensure that the statement is up to date and that all employees are made aware of its contents.
- 4.2-Changes in personnel or work systems requiring a change to this statement will be written onto this page, in the master copy, kept in the manager's office.

# PRESTO ELECTROMECHANICS CO. L.L.C.

## QUALITY POLICY

All Presto Electromechanics employees are committed to meeting and exceeding our client's expectations for sustainable quality in all that we do. This commitment is enabled and supported by practices and processes embedded in all Presto Electromechanics projects, which deliver real value to our clients. The key force of Presto Electromechanics commitment includes:

### Health, Safety, Environment and Community (HSEC)

We are committed to the health and safety of our employees, clients, visitors and contractors. We use sustainable development principles in our designs, which balance the need for sound financial returns with the desire to do no harm to the environment and our communities.

### Innovation

We are an innovative organization, applying our ideas to help our clients achieve unprecedented and sustained business results.

### Scope, Schedule and Cost

We deliver our professional services efficiently, to agreed parameters, to the full satisfaction of the client, and to a level of quality that differentiates Presto Electromechanics.

### Performance Reliability

We consistently apply the Presto Electromechanics Quality Management Processes, including the Project Life Cycle Process (PLP), effective engineering controls and project/construction management systems.

### Communication

We promote open and effective communication with our clients and at all levels of our organization.

### Personal Growth

We encourage our highly skilled and motivated staff to excel at what they do. Each employee is encouraged to enhance their professional and personal development, and is given the opportunity to make a difference.

### Continuous Improvement

We establish and evaluate the metrics for ongoing improvement of the quality of our deliverables and our services. We encourage ideas and reward actions to achieve best-in-class performance.



# **PRESTO ELECTROMECHANICS CO. L.L.C.**

## **ENVIRONMENTAL POLICY**

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Presto Electromechanics is committed to acting in an environmentally responsible manner. To achieve this result, we:

1. Ensure our products and operations and services comply with relevant environmental legislation and regulations.
2. Maintain and continually improve our environmental management systems to conform to the ISO14001 Standard or more stringent requirements as dictated by specific markets or local regulations.
3. Operate in a manner that is committed to continuous improvement in environmental sustainability through recycling, conservation of resources, prevention of pollution, product development, and promotion of environmental responsibility amongst our employees.
4. Responsibly manage the use of hazardous materials in our operations, products and services, and promote recycling or reuse of our products.
5. Inform suppliers, including contractors, of our environmental expectations and require them to adopt environmental management practices aligned with these expectations.