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## HEALTH AND SAFETY POLICY

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### 1. Purpose

TechnoSphere India Private Limited is committed to promoting a healthy and safe working environment for all employees, contractors, visitors, and stakeholders. This Health and Safety Policy aims to prevent accidents, injuries, and occupational illnesses by implementing effective safety measures, emergency protocols, and wellness programs across all Company premises and remote workplaces.

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### 2. Scope

This Policy applies to all operations and workplaces including offices, client sites, manufacturing or field locations, and remote work setups managed by TechnoSphere India Private Limited.

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### 3. Policy Statement

- The Company will comply with all applicable Indian health, safety, and environmental laws and standards.
  - It is the responsibility of all employees and contractors to adhere to health and safety guidelines and contribute to a safe workplace.
  - Management will provide the required resources, training, and equipment to maintain safety standards.
  - Continuous monitoring, assessment, and improvement of workplace health and safety practices shall be pursued.
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### 4. Emergency Protocols

- Clear emergency response plans, including evacuation procedures, fire safety measures, and first aid arrangements, will be established and communicated.
- Regular drills and training sessions will be conducted to prepare employees for emergencies.

- Emergency contact information and safety instructions shall be prominently displayed in all workplaces.
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## 5. First Aid and Medical Facilities

- First aid kits will be readily available and regularly inspected at all locations.
  - Trained first aid personnel will be appointed.
  - Procedures for immediate medical assistance for injuries or health issues will be in place.
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## 6. Safety Audits and Inspections

- Periodic safety audits and risk assessments will be conducted to identify hazards and implement corrective measures.
  - Compliance with safety standards will be regularly reviewed, and non-compliances addressed promptly.
  - Employees are encouraged to report unsafe conditions or incidents without fear of reprisal.
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## 7. Health Programs and Wellness Initiatives

- Annual health check-ups and wellness programs will be organized for employees.
  - Psycho-social support including counseling and stress management initiatives will be available.
  - Workplace ergonomics and environmental quality (lighting, ventilation) will be maintained to promote health.
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## 8. Responsibilities

- **Management:** Ensure policy implementation, resource allocation, compliance, and continuous improvement.
- **Employees:** Follow safety protocols, participate in training, report hazards, and take reasonable care of their own and others' health and safety.

**TECHNOSPHERE INDIA PRIVATE LIMITED**

Registered Address: Hinjewadi, Phase2, Pune, Maharashtra, India

CIN: CIN123456789

- **Health and Safety Committee:** Oversee health and safety programs, investigation of incidents, and regulatory compliance.
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## 9. Training and Awareness

- All employees will receive training on workplace safety, hazard identification, and emergency response.
  - Specialized training will be provided for high-risk roles.
  - Health and safety communication will be an ongoing process through signage, newsletters, and meetings.
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## 10. Policy Review

This Health and Safety Policy shall be reviewed annually or as needed to comply with regulatory changes or organizational needs.

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**Approved by:** Board of Directors

**Effective Date:** Jan 2025

**Review Date:** Jan 2025