

Occupational Health and Safety Policy

Sitek Caspian LLP Health and Safety Policy is intended for creating conditions compliant with regulatory requirements, for reducing the occurrence rate of workplace injuries, occupational illnesses and accidents in the field of services for design, installation and maintenance of electrical equipment and automation; for ensuring compliance with mandatory legal requirements in the field of health and safety when conducting activities.

This Policy has been developed in accordance with OHSAS18001 requirements and sets the following targets:

1. To comply with the nature and magnitude of health and safety risks of the company;
2. To improve the condition of industrial safety and health and ensure control over discharge of duties;
3. To minimize risks related with the loss of time due to accidents;
4. To arrange and ensure the industrial control over compliance with the industrial safety requirements.

To achieve these targets, Sitek Caspian LLP Management intends to follow the following principles:

- To continuously improve the efficiency and performance of health and safety management system as required by the international standard OHSAS 18001:2007;
- To conduct activities in industrial safety and health in accordance with the current RoK law and current state standards and rules, process regulations, provisions, standards and manuals;
- To continuously increase the level of safety culture in production;
- To ensure mutual cooperation and awareness in health and safety among all stakeholders through an open dialog with the personnel of the company, community, executive authorities, etc.;
- When developing systems, take all necessary measures for prevention of accidents at enterprises where the work is performed;
- To protect interests of workers injured in industrial accidents and occupational illnesses, as well as members of their families on the basis of mandatory social insurance of workers against industrial accidents and occupational illnesses;
- To establish, measure and assess industrial health and safety performances, as well as doing the self-assessment of compliance with the established external and internal requirements.

With a view to continuous risks of harmful and hazardous production factors affecting health of personnel and stakeholders, to increasing the efficiency of rendering services, the Company is committed to:

- Providing the employees with safety clothes, footwear, collective and personal protective equipment, necessary treatment products in accordance with the established standards;
- Complying with working hours, arranging and optimizing working processes;
- Raising personnel competence (by providing training and professional development to the employees with a view to increasing the level of their awareness, understanding of personal responsibility for the state and development of health management systems);
- Providing compensations and privileges for work in arduous, harmful and hazardous work environment;

- Developing and updating emergency response and prevention plans, as well as regularly checking the emergency preparedness (by conducting drills for saving lives of people in areas of fire, injured by electric shock, etc. and training personnel in practice of rendering the first aid to the injured);

The Management undertakes to implement this Policy and commitments declared therein by:

- Allocating and providing with necessary resources within the budget of the Company;
- Engaging all personnel into health and safety risk management;
- Reducing or removing the sources of hazardous and harmful production factors by replacing materials, or changing processes, upgrading equipment, automating processes, rational use of working time and work standardization;
- Conducting regular monitoring of key performance indicators in the field of health and safety based on the findings of permanent health and safety commissions and assessing the compliance of their commitments by conducting internal health and safety audits;
- Taking corrective and preventive actions, should health or safety incompliance be identified;
- Applying and improving stimuli and procedures impelling the development of professionalism, raising employees' competence and personal responsibility for compliance with health and safety requirements;
- Applying control methods and taking effective corrective and preventive actions.

Sitek Caspian LLP Management represented by Director shall undertake to bringing Health and Safety Policy to the knowledge of every employee of the Company and stakeholders, to improving the efficiency of health and safety management systems and to providing the management systems with all necessary resources.