



OCCUPATIONAL HEALTH AND SAFETY POLICY

Think safe. Work safe. Be safe

*Last Updated on 05th November, 2025**

OCCUPATIONAL HEALTH AND SAFETY POLICY

Machino Plastics Limited hereinafter referred to as “MPL” is committed to be Occupational health conscious by following safety practices in compliance with applicable legal requirements.

In its endeavor to meet these objectives, MPL affirms its commitment to create, maintain and spread a culture of continual improvement that involves all employees located in its offices & sites across the globe so as to ensure safe and hazard free work conditions.

MPL will ensure compliance with the applicable laws relating to Health and Safety by setting up effective procedures and regularly monitoring the same for continual improvement.

Goal: Our goal is to provide a safe & healthy work environment and prevent pollution and protect environment through efficient use of control, minimizing waste and natural resource conservation this will only be achieved through the participation, co-operation and commitment of everyone in the workplace

Objectives of Policy:

To

- implement an Occupational Health, Safety and Environment Programme.
- established and implement Health, Safety and Environment monitoring system.
- identify the hazards and their associated risk and determining control.
- be aware of all risks and changes in risk factors in areas regarded as high risk.
- stay abreast of legislative requirements and to meet them as far as is reasonably practicable.
- train everyone on matters pertaining to their work and the associated risks involved. ensure the knowledge and information available is adequate to achieve these objectives.
- continually evaluate health and safety programmes, adapting them as and when problems are identified.

partake actively in the accident/incident prevention programme.

Responsibility: The responsibility for managing health and safety ultimately rests with the person in control of the business, directors and management. Workers also have important responsibilities for health and safety in the workplace.

Management will:

- Ensure the business complies with all legislation relating to health and safety.
- Established, Implement and Maintain the Standard Operating Procedure.
- Eliminate or minimise all workplace hazards and risks as far as is reasonably practicable.
- Provide information, instruction and training to enable all workers to work safely.
- Supervise workers to ensure work activities are performed safely.

- Consult with and involve workers on matters relating to health, safety and wellbeing.
- Provide appropriate safety equipment and personal protective equipment.
- Provide a suitable injury management and return to work program.

Workers will:

- Take reasonable care for their own health and safety.
- Follow safe work procedures, instructions and rules.
- Participate in safety training.
- Report health and safety hazards.
- Report all injuries and incidents.
- Use safety equipment and personal protective equipment as instructed.

Policy Review:

This policy shall be reviewed annually and revised as necessary in the light of changing conditions and the findings of surveys/studies conducted by the Health and Safety Workplace Committee or based on HSE performance.



Flow Chart of Implementation of Policy



We aim to achieve this through: -

- Compliance of all legal requirements and committed to compliance obligation.
- Continuously prioritise the health and safety of personnel and strive to create a secure and safe work environment.
- Aim to have an operation with NIL accident and zero-tolerance for deviation.
- Protection of the environment with prevention of pollution, injury and ill health.
- Minimizing generation of waste and disposal in a responsible manner.
- Optimal consumption of natural resources.
- Providing safe & healthy work environment.
- Regular health, safety & environment training to the staff.
- Provide the resources necessary to implement this policy and develop EHS systems.
- Committed to continual improvement of our EHS performance by setting objectives and targets and performing regular audits and reviews.
- Ensure that all personnel, whether employees or contractors, are aware of their delegated
- environmental, health and safety responsibilities and are properly trained to undertake these.
- Measuring progress and verify compliance through audits & management reviews.
- Identify risk & opportunity and ensure proper internal & external communication with interested parties.
- Ensure the safety and security of assets of interested parties inside of our premises.

Inspection and Maintenance

- a) All electrical equipment should be inspected before taking into use to ensure suitability for its proposed use.
- b) At the beginning of every shift, the person using the electrical equipment should make a careful external examination of the equipment and conductors, especially the flexible cables.
- c) Work on or near live parts of electrical equipment should be forbidden.
- d) Before any work is begun on conductors that do not have to remain live.
- e) The current should be switched off by a responsible authorized person.
- f) Precautions should be taken to prevent the current from being switched on again.
- g) The conductors or the equipment should be tested to ascertain that they are dead: -
 - i) The conductors and equipment should be earthed and short-circuited.
 - ii) Neighbouring live parts should be adequately protected against accidental contact.
- h) After work has been done on conductors and equipment. The current should only be switched on again on the orders of a competent person after the earthing and short-circuiting have been removed and the workplace reported safe.
 - i) Electricians should be provided with approved and tested tools, and personal protective equipment such as rubber gloves, mats etc.
- i) All conductors and equipment should be considered to be live unless there is a proof of the contrary.
- j) When work has to be done in dangerous proximity to live parts the current should be cut off. If for operational reasons this is not possible, the live parts should be fenced off or enclosed by qualified staff from the sub-station concerned.

Testing

- a. Electrical installations should be inspected and tested and the results recorded.
- b. Periodic testing of the efficiency of the earth leakage protective devices should be carried out.
- c. Particular attention should be paid to the earthing of apparatus, the continuity of protective conductors, polarity and insulation resistance, protection against mechanical damage and condition of connections at points of entry.

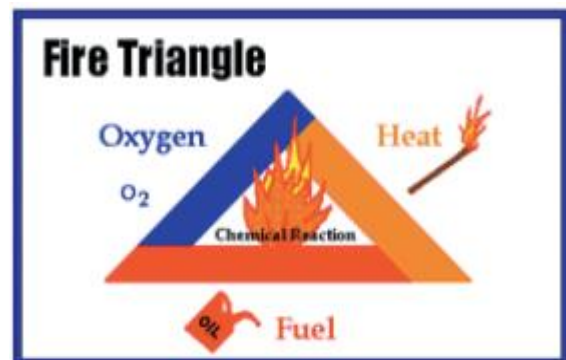
FIRE PREVENTION AND FIRE FIGHTING



- a) Provision is made for safe handling and storage of dirty rags, trash, and waste oil. Flammable liquids and chemicals applied on platform should be immediately cleaned.
- b) Paint containers and hydrocarbon samples, gas cylinders for welding and cutting should be stored properly. Cylinders should be transported in hand-cart.
- c) Smoking should be restricted and no smoking area should be identified.
- d) Special attention should be given to crude oil pump seals; diesel and gas engines which are potential source of ignition in the event of failure.
- e) Fire is controlled in working area water spraying, CO2 flooding, DCP and sprinkler system.
- f) Foaming agent is applied for controlling fire in liquid hydrocarbon.
- g) The system is not effective in gas fire.
- h) Light weight breathing system should be used.
- i) Firefighting equipment should be maintained in ready to use condition.
- j) At sites having combustible material, suitable visual signs should be provided to indicate clearly the direction of escape in case of fire.
- k) Means of escape should be kept clear at all times. Escape routes should be frequently inspected particularly in high structures and where access is restricted.

DON'TS AND DO'S IN CASE OF FIRE

DON'TS	DO'S
1. Don't run in panic 2. Don't take undue risk 3. Don't tamper with any machinery during firefighting. Leave them for authorized handling. 4. Don't argue or discuss on the scene of fire. 5. Don't linger with the equipment. If you don't know its operation, keep away or ask someone nearby 6. Don't throw sand on machinery parts. Use CO2 or dry powder instead 7. Don't flood the affected area with water unless required. 8. Don't crowd the scene of fire 9. Don't close the valve of a flammable gas cylinder on fire. 10. Don't resort to breaking, cutting unless required 11. Don't use all types of extinguishers on one fire. 12. Don't use water on oil, electrical and metal fires.	1. Raise alarm or shout 'FIRE' at the peak of your tone, if you notice a fire within your vicinity. 2. Approach the scene within the quickest possible time. 3. Try to attract others attention as far as possible on your way to the scene of fire. 4. If you are first to reach make sure that no life is trapped. 5. Try to put off the fire with the nearest appropriate type of extinguisher. 6. As others rush to the scene, tell them what the type of fire is and which extinguisher to use. 7. Do arrange to put off the supply in case of electrical fires. 8. Do not take any chance. Dial security Phone numbers and give exact location. 9. Open all doors and windows after the fire is completely extinguisher to avoid inhalation of any fumes. 10. Keep yourself posted with information from time to time.



SAFETY AWARENESS & TRAINING

Safety awareness to all section of personnel ranging from Site Incharge to workmen helps not only preventing the risk but also build up the confidence. Time and expenditures also get saved as a result. Safety awareness basically seeks to persuade / inform people on safety besides supplementing skill also. Awareness programme may include following safety material and same shall be provided by Safety Department with the help of Corporate Communication Department.

- a) Poster: Posters with safety slogan in humorous, gruesome demonstrating manner may be used to discourage bad habits attributable to accidents by appealing to the workers' pride, self-love,
- b) and affection curiosity or human aspects. These should be displayed in prominent location(s).
- c) Safety Sign Boards: Different type of message of cautioning, attention, notice etc. should be displayed at the appropriate places for learning/ awareness of the workmen while working at site.
- d) Films & Slides: Film(s) narrating the accident including the causes and possible remedial ways of preventing the recurrence of a similar accident should be displayed at regular intervals. Slides consisting main points of the film show may also be shown to workers.
- e) Talks, lectures & conferences: The success of these events would depend much on audience's understandings of the speaker (s). The speakers are to be knowledgeable and good presenter. Speakers should know to hold the attention and to influence the audiences.
- f) Competitions: Organize competition(s) between the different departments/ categories of workers. The sense of reward/recognition also will improve safety awareness and result in enhancing safety levels.
- g) Safety Drives: From time to time, an intensive safety drive by organizing a safety day or a safety week etc. should be launched.
- h) Training: Training for covering the hazards for different trade should be imparted. Training should also include the specific hazards related to a job in addition to the general safety Training as has been dealt in various chapters and should include all workers.

FIRST AID

First aid facilities should be provided in line with various statutory regulations like factory act etc. However following care should be taken: -

- a. First aid, including the provision of trained personnel should be ensured at work sites. Arrangement should be made for ensuring the medical attention of the injured workers. First aid box should be as per the Factory rules.
- b. Suitable rescue equipment, like stretchers should be kept readily available at the construction site.
- c. First-aid kits or boxes, as appropriate and as per statutory requirements, should be provided at workplaces and be protected against contamination by dust, moisture etc.
- d. First-aid kit or boxes should not keep anything besides material for first aid in emergencies.
- e. First-aid kits and boxes should contain simple and clear instructions to be followed, be kept under the charge of a responsible person qualified to render the first aid and be regularly inspected and stocked.
- f. Where the work involves risk of drowning, asphyxiation or electric shock, first-aid personnel should be proficient in the use of resuscitation and other life saving techniques and in rescue procedures.
- g. Emergency telephone numbers of nearby approved local Hospitals (approved by client), Police, Fire Station and Administration shall be prominently displayed at site and for attending any emergency medical cases shall be lineup with approved local hospital.
- h. All own employee & worker shall be medically examined (by client approved local hospital) prior to joining the work.

