



Contact officer
Name: Faizal Kassim
Director

Employee Occupational Health and Safety policy

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Introduction

IPL Packaging considers employee health and safety as one of the most important pillars towards successful organisational growth. The responsibility towards common health and safety must be shared throughout all IPL Packaging operations. This helps us to protect our employees from danger and work-related health risks. It raises organisational culture and reduces the number of accidents at work. Our people are our greatest asset and we strongly support respect promote and do our utmost to provide safe healthy and satisfying working conditions.

The contents of this policy are intended for all employees, part time workers, interns, contractors of IPL packaging its affiliates and production sites.

Policy objectives

IPL Packaging aims to:

- Comply with the OSH Framework Directive
- Comply main production site with SA8000 guidelines
- Comply with other relevant local laws and legislations.
- Protect Health and Safety of individuals within the scope of IPL Packaging operations by providing protective measures.
- Ensure preventative measures including risk analysis and incident response procedures
- Ensure decent healthy and safe working standards throughout IPL Packaging operations
- Raise awareness among relevant stakeholders with regards to occupational health and safety
- Ensure health and safety related concerns are addressed in timely manner
- Continuously improve health and safety related concerns are addressed in timely manner
- Continuously Improve health and safety measures
- By 2025 have 85% of its employees to feel that he/she works in a safe and healthy working environment
- And is satisfied with the working conditions the company provides

- By 2025 have 100% of locations for which a health and safety risk assessment has been conducted
- By 2025 have standardised its H&S activities for its affiliates and launched an internal H&S Platform.
- Have a lost time injury rate below 0.2%
- Have an annual lost time severity rate below 0.1%
- Have an annual average of 2 hrs of training on H&S per employee per year.

Policy measures

IPL Packaging strives to achieve its health and safety objectives with the following measures.

IPL Packaging

- Executes regular checks by its dedicated quality department to make sure the health and safety system is in place and strictly in compliance;
- Carries out intense dissemination of the IPL Packaging internal code of conduct throughout the company through education and monitoring initiatives;
- Measures results of staff reviews

IPL Packaging ensures:

- Execution of external audits on main location of operations to comply with health and safety standards;
- All of its locations meet the general fire safety standards with measures such as fire alarm systems, emergency lighting, sufficient signage and fire hydrant/hoses
- All its locations are equipped with evacuation plans and routes
- Fire evacuation drills are performed at least one time a year
- All health and safety procedures are presented in English or if needed translated into the local language or communicated verbally.
- To report all employee absences and injuries of all locations within the scope of its operations, such as monitoring health and safety indicators
- First aid personnel is identified for all locations of its operations
- All employees have access to medical care in case of a minor or major injury such as medical first aid kit
- All employees with disabilities are provided with necessary equipment upon request
- Employee health and safety by conducting maintenance only with professional job appropriate and properly equipped personnel
- Regular housekeeping of all its locations to reduce the risk of health and safety hazards
- Sufficient sanitation facilities at all of its locations
- Employees are not exposed to temperatures that may adversely affect their work performance
- Sufficient lighting for all its locations as it has an impact on employee safety productivity and product quality
- A clause for health and safety is included in its contracts with subcontractors and ensures necessary resource allocation for its compliance
- Employee awareness is raised with regards to health and safety, by offering health and safety training.
- All employees receive guidance and appropriate equipment for repetitive strain injury prevention
- Proper sanitation and hygiene by providing guidelines on best practices at work.
- Preventative measures are in place to prevent the spread of covid 19 at all locations

IPL Packaging ensures:

- All employees working at production sites are sufficiently informed about the hazardous substances and safety procedures regarding those substances;
- Proper material data documentation through material safety data sheets and chemical data safety sheets
- Safe hazardous material and equipment handling by ensuring proper storage and disposal, which minimises negative effects on employees and environment
- Employee health and safety at its production sites by implementing preventative measures to minimise discomfort caused by noise and air particles, such as executing a noise assessment
- Employee health and safety at its production sites by providing personal protective equipment such as earplugs, aprons, helmets and respiratory masks.
- All machinery is handled with utmost care by providing the employees with machine training and guidelines
- All its machinery is maintained in good condition with regular inspections for safety.
- Forklifts are only operated by trained personnel

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