



Gem Aromatics LimitedTM

(Formerly known as Gem Aromatics Private Limited)

Manufacturers & Exporters of Essential Oils & Aromatics Chemicals

Registered Office: A/410, Kailas Complex, Vikhroli Powai Link Road, Parksite,
Vikhroli West, Mumbai-400079, Maharashtra, India.

Tel No: +91-25185231/25185931 CIN: L24246MH1997PLC111057

HEALTH & SAFETY POLICY

GEM AROMATICS LIMITED

1. PREAMBLE

1.1 GEM Aromatics Limited (“the Company”) is committed to providing a safe, healthy, and secure working environment for all individuals engaged in its operations.

1.2 The Company recognises that occupational health and safety is a fundamental human right and an essential component of responsible business conduct, particularly in chemical manufacturing and allied operations where inherent risks exist.

1.3 This Policy establishes the Company’s commitment, principles, and governance framework for occupational health and safety (“OHS”) management and shall be read in conjunction with applicable health and safety laws, statutory requirements, and internal procedures.

2. OBJECTIVE

2.1 The objective of this Policy is to prevent workplace injuries, occupational illnesses, accidents, and unsafe conditions through proactive risk management and continuous improvement.

2.2 This Policy aims to:

- a) ensure compliance with applicable occupational health and safety laws.
- b) identify, assess, and control workplace hazards.
- c) promote a culture of safety awareness and accountability.
- d) protect employees, contractors, visitors, and surrounding communities.
- e) embed health and safety considerations into operational decision-making.

3. DEFINITIONS

3.1 “Occupational Health & Safety (OHS)” refers to conditions and factors affecting the health, safety, and well-being of individuals at the workplace.

3.2 “Hazard” means any source or situation with the potential to cause injury, illness, or damage.

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Facility 2: Khasara No 8,9,10,126, Village Gathona, Ujhani Budaun Road, District: Budaun-243639, UP, India.

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3.3 “Incident” includes accidents, near-miss events, unsafe acts, unsafe conditions, or occupational illness.

3.4 “Personal Protective Equipment (PPE)” refers to protective clothing, equipment, or devices designed to reduce exposure to hazards.

4. SCOPE AND APPLICABILITY

4.1 This Policy applies to all establishments, manufacturing units, warehouses, laboratories, utilities, offices, and operational locations of GEM Aromatics Limited.

4.2 This Policy is applicable to:

- a) all employees of the Company.
- b) contract workers, trainees, apprentices, and temporary personnel.
- c) contractors, vendors, and service providers operating within Company premises.
- d) visitors and any person present at the workplace.

4.3 Compliance with this Policy is mandatory for all individuals covered under its scope.

5. POLICY STATEMENT

5.1 The Company is committed to maintaining a workplace free from occupational hazards and to preventing injury, ill-health, and accidents through effective safety management systems.

5.2 The Company shall comply with:

- **International Labour Organization (ILO) Conventions** on Occupational Safety and Health (including Convention No. 155),
- **UN Global Compact (UNGC) Principles 1-6**, and
- Applicable **Indian laws**, including but not limited to the **Factories Act, 1948**, **Occupational Safety, Health and Working Conditions Code, 2020**, and relevant state rules.

5.3 Health and safety performance shall be treated as a core operational priority and an integral part of business excellence.

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6. GUIDING PRINCIPLES

6.1 Legal Compliance

The Company shall comply with all applicable occupational health and safety laws, rules, licences, and statutory conditions.

6.2 Hazard Identification & Risk Management

Workplace hazards shall be systematically identified, assessed, documented, and controlled using engineering, administrative, and PPE-based measures.

6.3 Prevention Over Reaction

Preventive measures shall take precedence over reactive responses to incidents.

6.4 Safe Work Environment

The Company shall provide safe machinery, equipment, infrastructure, ventilation, lighting, and ergonomic working conditions.

6.5 Employee Participation

Employees shall be encouraged to participate in safety initiatives, hazard reporting, and continuous improvement programmes.

6.6 Contractor Safety

Contractors shall be subject to the same safety standards as Company employees and shall comply with site-specific safety requirements.

7. GOVERNANCE FRAMEWORK

7.1 The Managing Director shall have overall responsibility for health and safety governance and oversight.

7.2 The Environment, Health & Safety (“EHS”) function shall act as the custodian of this Policy and shall:

- a) implement OHS systems and procedures.
- b) conduct risk assessments and inspections.
- c) monitor compliance with statutory requirements.
- d) investigate incidents and near-misses.

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e) coordinate with regulatory authorities.

f) facilitate training and audits.

7.3 Unit/Plant Heads shall ensure implementation of health and safety controls within their respective areas.

7.4 Supervisors and line managers shall enforce safe work practices and immediately address unsafe acts or conditions.

7.5 Employees and contractors shall comply with safety instructions, use prescribed PPE, and report hazards or incidents promptly.

8. OPERATIONAL REQUIREMENTS

8.1 Hazard Identification & Risk Assessment

Hazards associated with chemicals, machinery, electrical systems, confined spaces, work at height, and material handling shall be identified and controlled.

8.2 Safe Operating Procedures

Standard Operating Procedures (SOPs) shall be developed and implemented for high-risk activities.

8.3 PPE Management

Appropriate PPE shall be provided, maintained, and used as per hazard assessment and SDS requirements.

8.4 Occupational Health Surveillance

Where applicable, periodic health check-ups and medical surveillance shall be conducted to monitor occupational exposure.

8.5 Emergency Preparedness

Emergency response plans shall be established for fire, chemical spills, medical emergencies, and natural disasters, and drills shall be conducted periodically.

8.6 Incident Reporting & Investigation

All incidents and near-misses shall be reported, investigated, and analysed to prevent recurrence.

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9. TRAINING AND AWARENESS

9.1 Employees, contractors, and supervisors shall receive training on:

- workplace hazards and controls.
- safe operating procedures.
- PPE usage.
- emergency response.
- incident reporting.

9.2 Induction and refresher training shall be conducted periodically and documented.

10. MONITORING, REPORTING, AND CONTINUOUS IMPROVEMENT

10.1 Health and safety performance shall be monitored through inspections, audits, incident analysis, and safety metrics.

10.2 Corrective and preventive actions shall be implemented for identified gaps.

10.3 The Company shall pursue continual improvement in OHS performance through reviews and management oversight.

11. DOCUMENTATION AND RECORD RETENTION

11.1 Records relating to risk assessments, training, inspections, incidents, medical surveillance, and statutory compliance shall be maintained and retained as per applicable laws.

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12. REVIEW AND AMENDMENT

12.1 This Policy shall be reviewed periodically and not less than once every three (3) years, or earlier if required due to regulatory, operational, or incident-related changes.

12.2 Any amendment to this Policy shall require approval from the Managing Director.

13. APPROVAL

Signed at Mumbai on this 22 Nov 2023

Name: Mr. Yash Parekh

Designation: Managing Director

GEM Aromatics Limited

(Signature)

