



# Gem Aromatics Limited™

(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

## EMERGENCY PREPAREDNESS & SPILL RESPONSE POLICY

### GEM AROMATICS LIMITED

#### 1. PREAMBLE

1.1 GEM Aromatics Limited (“the Company”) recognises that its operations involve chemicals, hazardous substances, and process risks that may result in emergencies, spills, accidental releases, fires, or environmental incidents.

1.2 The Company is committed to establishing and maintaining emergency preparedness and response systems to prevent, minimise, and control risks to human health, environment, property, and neighbouring communities.

1.3 This Policy outlines the Company’s governance framework for emergency preparedness, spill response, incident reporting, and related risk mitigation measures. It shall be read together with applicable legal requirements, safety guidelines, and internal emergency procedures.

#### 2. OBJECTIVE

2.1 The objective of this Policy is to:

- a) prevent and minimise emergencies involving hazardous substances.
- b) ensure timely response, containment, and mitigation of spills.
- c) protect employees, contractors, and communities.
- d) comply with applicable statutory requirements.
- e) establish responsibilities and procedures for emergency preparedness.
- f) maintain appropriate documentation, training, and records.

#### 3. DEFINITIONS

3.1 “**Emergency**” refers to any event that poses immediate risk to life, environment, property, or operations, including fires, explosions, spills, chemical releases, or equipment failures.

3.2 “**Spill**” refers to unplanned release of chemicals, solvents, hazardous substances, or effluent into air, land, or water.

3.3 “**Emergency Response Plan**” (ERP) refers to documented procedures for prevention, preparedness, response, and recovery relating to emergencies.

3.4 “**EHS Incident**” includes injurious, unsafe, or environmentally significant events requiring reporting and documentation.

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**Facility 1:** Plot No 2, Survey No.16/4/2, Near Alok Industries, Village Rakholi, Silvassa-396230, Dadra & Nagar Haveli, India.

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

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## 4. SCOPE AND APPLICABILITY

4.1 This Policy applies to **all plants, facilities, laboratories, warehouses, transport areas, utilities, and operational establishments of GEM Aromatics Limited**, existing or future.

4.2 The Policy applies to all employees, contractors, service providers, and visitors who may encounter emergency situations or hazardous conditions.

4.3 This Policy covers all types of spills, leaks, releases, fires, and emergencies arising from Company operations.

## 5. POLICY STATEMENT

5.1 The Company shall maintain emergency preparedness systems and spill response measures consistent with legal requirements and industry best practices.

5.2 The Company shall ensure that spills, chemical releases, or fire hazards are reported, controlled, and responded to promptly.

5.3 The Company shall maintain emergency equipment, spill control kits, fire extinguishers, alarms, and first-aid systems in operational condition.

## 6. GOVERNANCE AND RESPONSIBILITIES

### 6.1 Managing Director

Provides policy direction and organisational commitment to emergency management.

### 6.2 EHS Function

- a) develops and maintains Emergency Response Plans.
- b) conducts risk assessments and drills.
- c) ensures spill response capacity.
- d) maintains emergency equipment.
- e) records incidents and reporting.
- f) liaises with competent authorities.

### 6.3 Unit/Plant Heads

Ensure implementation of emergency procedures within their units.

### 6.4 Incident Control Team / Emergency Response Team

Responds to emergencies, implements containment, ensures safety, and coordinates recovery.

### 6.5 Employees and Contractors

Follow emergency instructions, participate in drills, and report incidents promptly.

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## 7. EMERGENCY PREPAREDNESS REQUIREMENTS

### 7.1 Risk Assessment

7.1.1 Potential emergency scenarios shall be identified and documented.

7.1.2 Risk mitigation controls shall be developed and communicated.

### 7.2 Spill Prevention and Control

7.2.1 Secondary containment measures (bundling, spill trays) shall be implemented where appropriate.

7.2.2 Incompatible chemicals shall not be stored together.

7.2.3 Spill response kits shall be positioned in strategic and accessible areas.

### 7.3 Emergency Equipment

7.3.1 Fire extinguishers, eye wash stations, first-aid kits, PPE, alarms, and emergency showers shall be maintained in working condition.

7.3.2 Emergency equipment shall be inspected periodically and records maintained.

### 7.4 Emergency Communication

7.4.1 Emergency contact numbers, signage, and communication points shall be displayed conspicuously in operational areas.

### 7.5 Emergency Training and Drills

7.5.1 Mock drills, evacuation drills, and spill response exercises shall be conducted periodically.

7.5.2 Records of drills and attendance shall be maintained.

### 7.6 Incident Reporting

7.6.1 All incidents involving spills, chemical releases, or emergency conditions shall be reported to the EHS function immediately.

7.6.2 Corrective and preventive actions shall be documented.

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## 8. POST-EMERGENCY ACTIONS

8.1 Following incident containment, investigations shall be conducted to determine root cause, implement corrective measures, and prevent recurrence.

8.2 Clean-up, waste disposal, and recovery activities shall be performed consistent with hazardous waste guidelines.

## 9. AUDIT AND COMPLIANCE

9.1 Internal audits and inspections shall be conducted periodically to verify compliance with this Policy and statutory requirements.

9.2 Corrective and preventive actions shall be implemented where deviations are identified.

## 10. REVIEW AND AMENDMENT

10.1 This Policy shall be reviewed periodically and not less than once every three years or earlier if required due to legal or operational circumstances.

10.2 Amendments to this Policy shall require approval of Senior Management.

## 11. APPROVAL

Signed at Mumbai on this 14 June 2023

Name: Mr. Yash Parekh  
Designation: Managing Director  
GEM Aromatics Limited



( Signature )

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