BHATE & RAJE CONSTRUCTION CO PVT LTD

EMERGENCY PREPAREDNESS POLICY

1. Introduction

Bhate & Raje Construction Co Pvt Ltd is committed to the safety and well-being of all employees, contractors, and visitors. This Emergency Preparedness Policy outlines the procedures for preparing for, responding to, and recovering from various emergencies within our facilities.

2. Emergency Planning Committee

- A dedicated Emergency Response Team will be established. The ERT will
 consist of representatives from various departments, including safety,
 security, human resources, Execution.
- The ERT's responsibilities include:
 - Developing and maintaining emergency plans for different emergencies (fire, natural disasters, medical emergencies, etc.)
 - o Conducting risk assessments to identify potential hazards
 - Coordinating emergency response activities and drills
 - Reviewing and updating emergency plans and procedures annually or more frequently as needed

3. Emergency Plans

- Specific emergency plans will be developed for various emergencies, including:
 - o Fire emergencies (including procedures for extinguisher use)
 - Building evacuation procedures (designated evacuation routes and assembly points)
 - Site-wide evacuation procedures (in case of larger emergencies)
 - Medical emergencies (including protocols for first aid and CPR)
 - Hazardous materials spills (including communication and evacuation procedures)
 - Power outage.



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4. Employee Training

- All employees will receive comprehensive training on emergency procedures, including:
 - o The specific emergency plans for different scenarios
 - o Fire extinguisher use (if applicable to their role)
 - o Evacuation routes and assembly points
 - Shelter-in-place procedures (if applicable)
 - Basic first aid and CPR (encouraged, though specific training may vary by role)
 - The use of communication tools during emergencies (company communication app, etc.)
- Regular refresher training will be conducted to ensure employee knowledge and preparedness.

5. Communication

- A clear communication plan will be established for timely and accurate information dissemination during emergencies. This plan will address:
 - Methods of notification (alarms, public address systems, text messages, etc.)
 - o Chain of command for communication during emergencies
 - Designation of a company spokesperson for external communication.

6. Emergency Supplies

- A sufficient stock of emergency supplies will be readily available throughout the facility at designated locations. Supplies may include:
 - Fire extinguishers (appropriate types and in accordance with local regulations)
 - First-aid kits (adequately stocked and easily accessible)
 - Bottled water and non-perishable food (for extended emergencies)
 - o Flashlights and extra batteries
 - Portable radios or communication devices



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7. Recovery

- A recovery plan will be established to guide the company's actions following an emergency. This plan will address:
 - Damage assessment procedures
 - Employee assistance programs
 - o Business continuity procedures to minimize operational disruption
 - Resumption of operations plan

8. Review and Testing

- Emergency plans will be reviewed and updated at least annually or more frequently if needed due to regulation changes, new hazards, or lessons learned from drills.
- Emergency drills and exercises will be conducted regularly to test the effectiveness of the emergency plans and employee preparedness. Drills may simulate various emergency scenarios.

9. Enforcement

- All employees are expected to be familiar with this policy and emergency procedures.
- Participation in emergency drills is mandatory.
- Failure to comply with emergency procedures may result in disciplinary action.

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