



Health and Safety Policy

1) Why this Policy?

Squatrix Solutions provides services across various industries, enabling clients to improve their operations through consulting and technology solutions. This process involves close interactions with team members who represent the company's core strength. Squatrix Solutions values its employees and is committed to providing a safe and healthy work environment. This policy outlines the company's approach to ensuring safety and promoting the health and well-being of its MEMBERS (employees working at Squatrix Solutions).

2) Guiding Principles for this Policy:

- a) **Shared Responsibility:** Health and safety in the workplace are collective responsibilities. Squatrix Solutions views the promotion of health and safety as a joint objective between management and employees.
- b) **Compliance with Client Policies:** Squatrix Solutions acknowledges that employees may work at various client sites and will be governed by the respective client's health and safety policies. This policy ensures that Squatrix employees are prepared to comply with those site-specific guidelines while managing risks effectively.
- c) **Onboarding and Adherence:** Squatrix ensures that all MEMBERS understand this policy during onboarding and consistently follow the safety practices outlined.
- d) **Hazard Avoidance:** Squatrix will not place any MEMBER in an environment that poses a significant occupational hazard or risk to health.

3) Conduct at Work:

Squatrix Solutions expects MEMBERS to adhere to workplace safety instructions and wear personal protective equipment (PPE) when necessary. Members must not misuse safety equipment and should never endanger themselves or others by ignoring safety regulations. Squatrix Solutions encourages employees to report unsafe conditions to management immediately.

a) **General Safety:**

- i) Be aware of personal responsibilities regarding health, safety, and environmental concerns.
- ii) Use company infrastructure such as lifts, stairs, and entries correctly.
- iii) Display ID badges prominently and ensure all visitors follow security sign-in procedures.
- iv) Report any suspicious packages to security or facilities personnel.
- v) Avoid working under the influence of alcohol, drugs, or substances that might impair judgment.
- vi) Pay attention to common safety measures while working.

b) **Fire Safety:**

- i) Familiarize yourself with fire safety protocols, including emergency exits and fire alarms.
- ii) Participate in fire drills and evacuation training.
- iii) Avoid taking unnecessary personal risks in case of a fire.



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c) Accident and First Aid:

- i) Learn the first aid arrangements in your workplace.
- ii) Avoid leaving objects or equipment in areas where accidents might occur.
- iii) Observe safety rules for vehicles and equipment.
- iv) Follow site-specific safety protocols, including wearing appropriate gear such as helmets.
- v) Always report accidents or unsafe conditions and follow emergency procedures.

d) Common Safe Working Practices:

- i) Do not smoke in prohibited areas.
- ii) Avoid exposing electrical equipment to water.
- iii) Be cautious when lifting heavy objects and follow safety protocols for load handling.
- iv) Use only authorized tools and equipment for tasks.
- v) Report any health and safety incidents, whether they result in injury or not.

e) Healthy Living Practices:

- i) Exercise regularly to promote physical health.
- ii) Maintain a balanced diet and avoid unhealthy eating habits.
- iii) Practice stress management techniques.
- iv) Get adequate sleep by avoiding stimulants and ensuring a quiet, clean sleep environment.
- v) Promote positive thinking to enhance overall well-being.

4) Rights as a MEMBER of Squatrix Solutions:

- a) Work in an environment where health and safety risks are properly managed.
- b) Stop working and leave the area if you believe you are in danger.
- c) Report health and safety concerns to your manager.

5) Policy Review:

Management will review this policy annually to assess its implementation and make necessary improvements. The review will include the policy content and related business processes to ensure continued relevance and effectiveness.