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BETA CONSULTANCY HR SERVICES PVT. LTD.



HEALTH, SAFETY & ENVIRONMENT POLICIES

| ISSUE | DESCRIPTION | DETAILS | PREPARED BY | REVIEWED BY | APPROVED BY |
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1.0 COMPANY SAFETY POLICY

In fulfilling this commitment, which is an essential and equally important as production objectives, BETA will provide and maintain a safe and healthful work environment and protect the public against foreseeable hazards resulting from operations.

Loss in production and property resulting from accidental occurrences can be minimized through good management. Loss prevention is one aspect of this loss control philosophy and is the direct responsibility of line management.

All management functions, including business line and associated management, will comply with the rules of the Country and Company loss prevention requirements applicable to the design, operation, maintenance and construction of facilities and/or equipment. When conformity with any of these requirements is not practicable or cost effective, an amendment to such a requirement will be considered. Reviews for compliance with this policy will be performed on a selective basis.

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HEALTH, SAFETY, ENVIRONMENT MANUAL CONSISTS OF THE FOLLOWING:

- 1.0 COMPANY SAFETY POLICY**
- 2.0 GENERAL**
- 3.0 SAFETY REGULATIONS FOR WORKING PLACES**
- 4.0 FIRE PREVENTION AND FIRE FIGHTING**
- 5.0 SCAFFOLDING**
- 6.0 ELECTRIC ARC WELDING**
- 7.0 HAND TOOLS, POWER TOOLS AND ELECTRIC TOOLS**
- 8.0 SLINGS AND LIFTING GEAR (RIGGING)**
- 9.0 MECHANICAL EQUIPMENT**
- 10.0 ELECTRICITY**
- 11.0 EXCAVATIONS, TRENCHING AND SHORING**
- 12.0 TRANSFER OF PERSONNEL AND MATERIAL**

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QUALITY ASSURANCE MANUAL

| ISSUE | DESCRIPTION | DETAILS | PREPARED BY | REVIEWED BY | APPROVED BY |
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1.0 QUALITY POLICY STATEMENT

The members of the BTCL Group of Companies, recognise the necessity of greater awareness of maintaining highest quality standards during the execution of the works both by its own employees and also those of its Sub Contractors.

BTCL management is committed to providing quality services covering Recruitment & Manpower supply, Engineering Consultancy, Project Management, Construction Supervision including Testing & Pre-commissioning, Commissioning & Start up of various Plants & facilities, Shut down and Maintenance Operations etc.

BTCL Management recognizes the fact that the same can only be achieved when all the associated activities are planned and controlled by a Comprehensive Quality Assurance System which shall include without limitation the following: -

- ❖ Consistent utilization of the skill and experience of its employees
- ❖ Ensuring availability of adequate training facilities
- ❖ Up-gradation of the various operating Procedures
- ❖ Adherence to Quality Control & Quality Assurance Systems
- ❖ Formulating and Implementation of Quality Inspection Plans
- ❖ Ensure Compliance with contract Provisions and Requirements
- ❖ Maintaining proper records and Data for future use and evaluation
- ❖ Implementation of corrective measures and resolution of inter departmental conflicts
- ❖ Implementation of applicable Codes and Standards
- ❖ Ensuring adequate in-built checks, controls and interlocks are maintained.

Vijay Desai
Managing Director

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QUALITY ASSURANCE MANUAL CONSISTS OF THE FOLLOWING: -

- 1.0 QUALITY POLICY STATEMENT**
- 2.0 ORGANIZATION & MANAGEMENT RESPONSIBILITY**
- 3.0 QUALITY SYSTEMS**
- 4.0 DOCUMENT CONTROL**
- 5.0 PURCHASING**
- 6.0 MATERIAL IDENTIFICATION TRACEABILITY**
- 7.0 PROCESS CONTROL**
- 8.0 INSPECTION TESTING**
- 9.0 INSPECTION MEASURING & TEST EQUIPMENT**
- 10.0 INSPECTION TEST STATUS**
- 11.0 CONTROL OF NON-CONFORMING PRODUCT**
- 12.0 CORRECTIVE ACTION**
- 13.0 HANDLING, STORAGE, PROTECTION AND HANDOVER**
- 14.0 QUALITY RECORDS**
- 15.0 INTERNAL QUALITY AUDITS**
- 16.0 TRAINING**