

Health & Safety Policy

Ethosphere Consulting Pvt Ltd

Effective Date: 01/11/2025 **Next Review Date:** 31/10/2026

Location: Bengaluru, Karnataka, India

1. Purpose

Ethosphere recognises the importance of maintaining a safe, healthy and secure working environment for all personnel, whether at office, on-site visits, or in remote/home office settings. This policy establishes our commitment to occupational health, safety, and risk-management.

2. Scope

Applies to all employees, consultants, contractors, and visitors of Ethosphere across all workplaces, including client sites and home-office environments.

3. Commitment

- Provide a safe and healthy working environment and control risks arising from work activities.
- Comply with applicable Indian health and safety legislation and standards (including Karnataka state regulations).
- Prevent accidents, injuries, and work-related ill-health.
- Promote wellbeing, mental health and ergonomic practices in the workplace.
- Continuously improve our health and safety management and performance.

4. Responsibilities

- The Managing Director is responsible for overall health and safety governance.
- Each team member is responsible for their own safety and the safety of others.
- Consultants and subcontractors must abide by this policy and any additional site-specific safety requirements.

5. Risk Assessment & Control

- Work activities (office, travel, site visits) will be assessed for hazards and risks.
- Appropriate controls (engineering, administrative, PPE) will be implemented.
- Site-specific safety briefings will be carried out before attending client sites or external locations.

6. Incident Reporting & Investigation

- All accidents, near-misses and hazards must be reported promptly to the Managing Director.
- Incidents will be investigated to identify root causes and corrective actions.
- Records of incidents and corrective actions will be maintained.

7. Training & Communication


- Health & safety induction and refresher training will be provided annually to all staff and contractors.
- Safety information (emergency procedures, ergonomics guidelines, travel safety) will be communicated regularly.

8. Remote & Field Work Considerations

- For remote/home offices: provide guidance on workstation ergonomics, electrical safety, and mental-health awareness.
- For site visits: ensure travel safety, brief on site hazards, PPE where required, and emergency contact arrangements.

9. Performance Monitoring

- Indicators (number of incidents, near-misses, safety training completed) will be monitored and reviewed annually.
- The health & safety performance will be a standing agenda item at the annual policy review.

Signature:  Date: 01/11/2025
Name & Role: Sanchi Poovaya, Director