Occupational Health and Safety (OHS) Policy

Centre for Sustainability and Responsibility Inc Private Limited (CSR Inc.)

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1. Policy Statement

Centre for Sustainability and Responsibility Inc Private Limited ("CSR Inc." or "the Company") is committed to providing and maintaining a safe, healthy, secure, and respectful working environment for all employees, consultants, research associates, interns, visitors, and stakeholders associated with its operations.

CSR Inc. recognizes that occupational health and safety is fundamental to responsible organizational conduct and sustainable performance. The Company shall take all reasonably practicable measures to prevent workplace injuries, occupational illnesses, unsafe conditions, and psychosocial risks arising from its activities, including office operations, consulting assignments, research activities, travel, stakeholder engagements, and fieldwork.

2. Objectives

The objectives of this Policy are to:

- Ensure safe and healthy working conditions;
- Prevent occupational injuries, illnesses, and incidents;
- Promote physical, mental, and emotional well-being;
- Identify and manage workplace and field-related risks;
- Ensure compliance with applicable occupational health and safety laws and standards;
- Foster a culture of shared responsibility and safety awareness.

3. Scope

This Policy applies to:

- Directors and officers;
- Employees (permanent, temporary, contractual);
- Consultants and advisors;

- Research associates, fellows, and interns;
- Volunteers and trainees;
- Visitors and stakeholders participating in CSR Inc. activities;
- All workplaces, field locations, client premises, travel assignments, training venues, and virtual work environments connected with CSR Inc.

4. OHS Principles

CSR Inc. shall operate based on the following occupational health and safety principles:

1. Prevention is better than cure;
2. Safety is a shared responsibility;
3. All incidents and near misses are preventable;
4. Human dignity and well-being are central to workplace management;
5. Mental health and psychosocial safety are integral to occupational safety.

5. Company Commitments

CSR Inc. commits to:

5.1 Safe Work Environment

- Maintain workplaces that are safe, hygienic, and reasonably free from hazards;
- Ensure adequate lighting, ventilation, sanitation, and ergonomic arrangements.

5.2 Risk Assessment and Prevention

- Identify, assess, and mitigate workplace and field-related risks;
- Develop appropriate preventive and control measures.

5.3 Compliance

- Comply with applicable labour, occupational safety, health, and environmental laws and regulations;
- Align, where appropriate, with recognized good practices and standards.

5.4 Emergency Preparedness

- Maintain procedures for emergencies including fire, medical incidents, accidents, and natural disasters;

- Ensure accessibility of first-aid arrangements and emergency contacts.

5.5 Safe Field Engagement

- Assess risks associated with travel, field visits, stakeholder consultations, and community engagement;
- Ensure reasonable precautions for employee and consultant safety during field assignments.

5.6 Mental Health and Well-Being

- Promote respectful and non-hostile work environments;
- Discourage harassment, bullying, intimidation, and excessive work pressure;
- Encourage work-life balance and psychological well-being.

5.7 Training and Awareness

- Promote awareness on occupational health and safety responsibilities and practices;
- Encourage reporting of unsafe conditions and incidents.

6. Employee and Associate Responsibilities

All personnel associated with CSR Inc. are expected to:

- Follow safety instructions and protocols;
- Exercise reasonable care for their own safety and that of others;
- Report hazards, unsafe conditions, accidents, incidents, or near misses promptly;
- Avoid conduct that may endanger people, property, or the environment;
- Cooperate in safety investigations and corrective actions.

7. Workplace Conduct and Respect

CSR Inc. maintains zero tolerance toward:

- Harassment or discrimination;
- Workplace violence or intimidation;
- Substance abuse affecting workplace safety;
- Reckless or unsafe behaviour.

All personnel shall maintain professional and respectful conduct at all times.

8. Incident Reporting and Response

All accidents, injuries, unsafe conditions, and near misses shall be reported promptly to the designated authority or management.

CSR Inc. shall:

- Review incidents fairly and promptly;
- Take corrective and preventive actions where necessary;
- Maintain appropriate confidentiality and documentation.

9. Fieldwork and Travel Safety

Where employees or associates travel or undertake field assignments, CSR Inc. shall encourage:

- Reasonable travel planning and risk assessment;
- Safe accommodation and transportation practices;
- Awareness of local environmental, social, and security risks;
- Emergency communication protocols.

Personnel are expected to exercise prudent judgment during travel and field engagement.

10. Health, Hygiene, and Wellness

CSR Inc. encourages:

- Maintenance of hygienic workspaces;
- Responsible health practices;
- Reasonable accommodation for health-related needs where feasible;
- Awareness regarding stress, burnout, and mental well-being.

11. Consultation and Participation

CSR Inc. encourages open communication on occupational health and safety concerns and promotes employee participation in identifying and improving safety practices.

12. Monitoring and Review

The Company shall periodically review:

- Workplace safety practices;
- Incident records and corrective actions;
- Emerging occupational risks;
- Policy effectiveness and compliance.

13. Responsibility for Implementation

The management of CSR Inc. shall be responsible for implementing this Policy and ensuring reasonable integration of occupational health and safety considerations into organizational operations and engagements.

14. Declaration

CSR Inc. believes that responsible organizations must protect not only institutional interests, but also the safety, dignity, and well-being of people associated with their work. Occupational health and safety is therefore recognized as a core governance and ethical responsibility of the Company.

Approved by:

Board of Directors
Centre for Sustainability and Responsibility Inc Private Limited

Review Cycle: Annual