**Health & Safety of Contractors Policy**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Entity:**  BPTP INTERNATIONAL TRADE CENTRE LIMITED | **Section:**  SOCIAL POLICY | | **Version:** V2 | | **Effective Date:** 01.07.2023 |
| **Subject:** HEALTH & SAFETY OF CONTRACTORS | | | | | |
| **Policy Owner:**  C-HRO | | **Review Date:**  01.07.2024 | | **Pages:**  1 | |

**APPLICABILITY:** It applies to all projects, including both new construction and existing buildings at BPTP INTERNATIONAL TRADE CENTRE LIMITED

**PURPOSE:** The purpose of prioritizing the health and safety of Contractors is to ensure their well-being and protection. When we involve contractors in a project, it becomes our responsibility to prioritize their safety. This includes providing them with proper training and equipment, ensuring their safety during work.

**POLICY OUTLINE:** The health and safety of contractors refers to taking care of their well-being and ensuring their safety while they are working on a project. It involves providing them with a safe working environment, proper training, and necessary protective equipment. The goal is to prevent accidents, injuries, and promote their overall health and well-being of contractors.

To support this policy, BPTP will:

* All contractors must undergo comprehensive safety training before starting work on-site. This includes familiarizing them with potential hazards, emergency procedures, and the proper use of safety equipment.
* Contractors are required to wear appropriate PPE, such as hard hats, safety goggles, gloves, and high-visibility vests, based on the nature of their work. BPTP Limited will provide necessary PPE.
* Regular inspections will be conducted to identify and address any safety hazards on-site. Contractors are encouraged to report any potential risks or safety concerns they observe.
* Contractors will be provided with clear and accessible information about potential hazards present on-site. This includes proper labelling of hazardous materials and effective communication of safety procedures.
* Contractors will be trained on emergency response procedures, including evacuation routes, assembly points, and communication protocols. Regular drills and updates will be conducted to ensure preparedness.
* Contractors are required to report all incidents, accidents, or near-misses immediately to their supervisor or the designated safety officer.
* Promotes a culture of safety and encourages contractors to actively participate in maintaining a safe work environment. Suggestions for improvement are welcomed and will be considered for implementation.

**RESPONSIBILITY:** Everybody involved in our endeavors to manage and oversee Health & Safety of Contractors policy, including statutory (technical) authorities, subject matter experts, business associates, contractors, clients, occupants, and our own staff.

**AMENDMENTS:** This policy is subject to any changes in the applicable laws, rules and regulations by the management.