



HEALTH & SAFETY POLICY

Company Name:

**Waheed Zia Construction Company
WZCC**

Date: 2026

1. POLICY STATEMENT

Waheed Zia Construction Company (WZCC) is fully committed to maintaining safe and healthy working conditions for all employees, workers, visitors, subcontractors, and affected communities during all company operations and project activities.

WZCC recognizes that effective health and safety management is essential for successful implementation of:

- Building Construction Projects
- Irrigation Projects
- Road Projects
- Solar Projects
- Electrical Works

The company is committed to preventing:

- Workplace injuries and accidents
- Unsafe working conditions
- Occupational health risks
- Damage to property and equipment
- Environmental and community safety hazards

Safety shall be considered an essential part of all company activities and no work shall be carried out in unsafe conditions.

2. PURPOSE OF THE POLICY

The purpose of this Health & Safety Policy is to:

- Promote a safe working environment
- Prevent workplace accidents and injuries
- Establish practical safety procedures
- Define responsibilities for health and safety
- Improve worker awareness and safe behavior
- Support compliance with donor and project requirements
- Protect workers, visitors, and nearby communities

This policy applies to:

- All company staff
 - Daily laborers
 - Supervisors
 - Drivers and operators
 - Subcontractors
 - Site visitors
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3. HEALTH & SAFETY OBJECTIVES

WZCC aims to:

- Achieve zero tolerance for unsafe work practices
 - Reduce workplace accidents and incidents
 - Ensure proper use of Personal Protective Equipment (PPE)
 - Improve worker safety awareness
 - Maintain clean and organized worksites
 - Promote safe equipment and vehicle operations
 - Ensure emergency preparedness at project sites
 - Protect the health and safety of workers and nearby communities
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4. COMPANY HEALTH & SAFETY COMMITMENT

WZCC is committed to:

- Providing safe work environments
- Identifying and controlling workplace hazards
- Conducting regular safety inspections
- Providing appropriate PPE to workers
- Conducting toolbox talks and safety awareness sessions
- Investigating accidents and incidents
- Taking corrective actions when unsafe conditions are identified
- Promoting a strong safety culture within the company

No employee or worker shall be required to perform work that presents unacceptable safety risks.

5. ROLES AND RESPONSIBILITIES

5.1 Company Management

Company management shall:

- Support implementation of this policy
 - Allocate necessary safety resources
 - Promote safe work practices
 - Ensure project compliance with safety requirements
 - Monitor overall company safety performance
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5.2 Project Managers and Site Engineers

Project Managers and Site Engineers shall:

- Implement safety procedures at project sites
 - Monitor work activities and site conditions
 - Conduct regular site inspections
 - Correct unsafe conditions immediately
 - Ensure workers use required PPE
 - Report serious incidents to management
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5.3 HSSE / Safety Personnel

HSSE personnel shall:

- Conduct safety inductions and toolbox talks
 - Monitor safety compliance
 - Identify workplace hazards
 - Conduct safety inspections
 - Maintain incident records
 - Support emergency response activities
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5.4 Workers and Employees

All workers and employees shall:

- Follow safety instructions and procedures
- Use required PPE properly
- Report unsafe conditions immediately
- Avoid unsafe work practices
- Participate in safety trainings and toolbox talks
- Protect company property and equipment

Workers shall not operate equipment or perform tasks for which they are not trained or authorized.

6. PERSONAL PROTECTIVE EQUIPMENT (PPE)

WZCC shall provide appropriate PPE according to work activities and project risks.

Required PPE may include:

- Safety helmets
- Safety boots
- Reflective safety vests
- Gloves
- Dust masks
- Eye protection
- Hearing protection where necessary

Workers are required to:

- Use PPE properly
- Maintain PPE in usable condition
- Report damaged PPE
- Follow site PPE requirements at all times

Failure to use required PPE may result in disciplinary action.

7. SAFE WORK PRACTICES

WZCC shall implement safe work practices during all company activities.

Safety measures may include:

- Proper housekeeping at worksites
- Safe excavation procedures
- Safe lifting and material handling
- Barricading hazardous areas
- Safe use of electrical tools and equipment
- Safe operation of machinery and vehicles
- Fall prevention measures where required
- Proper storage of materials and fuel

Unsafe work activities shall be stopped immediately until corrective actions are implemented.

8. TOOLBOX TALKS AND SAFETY TRAINING

Regular toolbox talks and safety awareness sessions shall be conducted at project sites.

Training topics may include:

- PPE usage
- Excavation safety
- Electrical safety
- Equipment safety
- Fire prevention
- Emergency response
- Heat stress prevention
- Safe lifting techniques

All new workers shall receive safety induction before starting work activities.

9. INCIDENT AND ACCIDENT REPORTING

All accidents, incidents, injuries, near misses, and unsafe conditions shall be reported immediately to supervisors or safety personnel.

Incident reporting procedures shall include:

- Immediate notification
- Initial response and first aid where necessary
- Incident investigation
- Identification of root causes
- Corrective actions to prevent recurrence

Serious incidents shall be reported to company management immediately.

10. EMERGENCY PREPAREDNESS

WZCC shall maintain practical emergency preparedness arrangements at all project sites.

Emergency situations may include:

- Worker injuries
- Fire incidents
- Excavation collapse
- Equipment accidents
- Electrical incidents
- Flooding or severe weather events

Emergency preparedness measures shall include:

- First aid arrangements
- Emergency contact information
- Emergency transportation arrangements
- Fire extinguishers where required
- Emergency evacuation procedures
- Communication systems for emergencies

Emergency response procedures shall be communicated to workers during site induction.

11. VEHICLE AND EQUIPMENT SAFETY

All vehicles, machinery, and equipment shall be operated safely and maintained properly.

Safety measures shall include:

- Pre-use equipment inspections
- Routine maintenance
- Use of trained operators only
- Safe parking and fueling procedures
- Traffic control at worksites
- Safe loading and unloading practices

Drivers and operators shall comply with traffic safety rules and project safety requirements at all times.

12. ENVIRONMENTAL AND SITE SAFETY

WZCC shall maintain safe and environmentally responsible project sites.

Measures shall include:

- Proper waste management
- Dust control measures
- Prevention of fuel and oil spills
- Safe storage of hazardous materials
- Site housekeeping and cleanliness
- Protection of nearby communities and public areas

Project sites shall be maintained in a safe and organized condition throughout project implementation.

13. WORKER HEALTH AND WELFARE

WZCC shall support worker health and welfare through:

- Provision of drinking water
- Temporary sanitation facilities where required
- Rest breaks during extreme weather conditions
- Basic first aid arrangements
- Worker awareness and communication

Workers shall be encouraged to report health concerns and unsafe conditions.

14. POLICY COMPLIANCE

All employees, workers, subcontractors, and visitors are required to comply with this Health & Safety Policy.

Failure to comply with safety requirements, including:

- unsafe work practices,
- refusal to use PPE,
- reckless behavior,
- or violation of site safety rules,

may result in disciplinary action or removal from project sites.

15. CONTINUOUS IMPROVEMENT

WZCC is committed to continuously improving company health and safety performance through:

- Regular inspections
- Safety meetings
- Worker awareness programs
- Incident investigations
- Corrective actions
- Lessons learned reviews

The company shall review and improve safety procedures whenever necessary.

16. CONCLUSION

Waheed Zia Construction Company (WZCC) is fully committed to promoting a strong safety culture throughout all company operations and project activities.

Through practical safety procedures, worker awareness, supervision, and continuous monitoring, WZCC aims to provide safe working conditions and prevent accidents, injuries, and unsafe practices in all construction and infrastructure projects.