



ALFATECH TECHNICAL DESIGN SDN BHD (755493-W)

No. 1, Jalan Puncak, Taman Perindustrian Puncak, 81800 Ulu Tiram, Johor.

Tel: +607-863 9433 Fax: +607-863 9779

Website: www.alfatech.my

SST NO.: J31-1808-21031264



HEALTH AND SAFETY POLICY

INTRODUCTION

ALFATECH TECHNICAL DESIGN SDN BHD's Health and Safety Policy, hereinafter the "policy," outlines the duties and obligations of various company stakeholders regarding a safe working environment.

This Health and Safety Policy is put in place to ensure the safety of all the employees, contractors, and any authorized visitors on the company premises. The company fully accepts any rules and regulations enacted by the legislature. The company's Chief Executive will conduct an annual follow-up on the policy and report its effectiveness.

OBLIGATIONS

The company is fully committed to ensuring a safe and healthy environment on its premises. To do so, the company will take all necessary and possible measures to remove any hazards or risks. Further, the company will ensure that all its operations are carried out safely and do not pose any danger to either the workers or authorized visitors.

COMPANY RESPONSIBILITIES

The company will ensure the following to provide a safe and healthy environment:

- Ensure a safe work environment by putting signs like escape routes clear at all times
- All equipment are up to date
- Provision of safety facilities for workers
- The company will provide periodic training and safety drills
- Provide information and instruction regarding health and safety
- Listen to workers' complaints about health and safety and co-operate with them

WORKER RESPONSIBILITIES

The workers have the following responsibilities:

- The worker, to their maximum capacity, will adhere to the safety practices
- They will ensure reasonable care of themselves and co-workers
- Participate in training and safety drills
- Wear protective equipment while working
- Report any safety issue immediately to the company
- Read and comply with the instructions provided on the company premises

GENERAL

- It is everyone's responsibility to keep exits, hallways, and corridors clear at all times.
- Vehicles should be parked at the designated place and must not be parked at random places.
- Any suspected hazard or violation of safety measures must be reported immediately to the health and safety officer.

APPLICATION

The company seeks the cooperation of all the stakeholders in this policy. The objective of this policy is to create a safe environment with zero accidents.

This policy applies to all the operations related to the company and in situations and places where employees are authorized to work.

Authorized by:



NAME : _____
DESIGNATION : _____
DATE : 24 AUGUST 2022