

## **HSE POLICY & GUIDELINES**

### **1. Site security procedure**

- 1.1. The entry of each worker shall be permitted through the pass / ID card system approved by HRD.
- 1.2. Entry of contractors, vendor and supplier shall be through entry register with name & details, vehicle number and delivery notes. Accordingly, security will allow entry to Wonderla compound. Any further entry required in to in to amusement park restricted premises, the visitor shall get consent from respective focal person and approach to main reception for further process.
- 1.3. Any loss of entry pass/ identify card and or replacing personnel within the week after issuance will be costing to contractor, shall be defined by our HRD as an administration processing cost. Do not miss-use ID card to get entry for others and fried biasing safety & security rules.

### **2. Health, Safety & Environment**

- 2.1. Understand and advise their personnel that “Safety” means “Safety of People, Property and the Environment.”
- 2.2. All personnel are mandatory to attend health, safety and environmental inductions to know our Policies, Integrated management system (ISO 45001 & 14001). A record shall be generated for communications and evidenced.
- 2.3. The contractor shall follow Wonderla HSE /IMS management system & it's objectives during contract with support of Wonderla engineer. Contractor shall ensure that his personnel involved in the performance of the Work are fully aware of, and committed to follow Wonderla HSE/IMS policy, procedure and objective.
- 2.4. Wonderla will organize basic training except competency test in a periodical schedule with support of HSE department. Contractor must nominate employees for basic induction & safety training. All induction training and other specific training will be recorded and documented.
- 2.5. For small or short duration contracts, HSE planning must not be ignored or treated superficially. In such cases, the work is likely to include the use of basic practices (e.g. scaffolding, welding, excavating, etc.) and the contractor should be able to demonstrate good general HSE management in each of these basic practices.
- 2.6. Contractor shall consult with park HSE department for all HSE concerns for better knowledge and information's. Contractor shall have expected visit of by HSE personnel from Wonderla. They shall coordinate with HSE executive during inspection and immediate correction and corrective action shall be initiated to prevent re-occurrence.
- 2.7. Any deviation from HSE requirement shall be investigated and necessary action will take by concerned department. Any consequences occurred by the action cannot be claimable by contractor/vendor/suppliers.
- 2.8. HSE Requirements may change time to time and THE COMPANY shall intimate the same to the Service provider in writing; the same shall be binding on the Service provider and should be construed as forming part of this Agreement.

### **3. Personnel protective equipment**

- 3.1. All personnel entering to construction and maintenance premises shall wear all mandatory personnel protective equipment such as safety helmet, goggles, shoes/boots. The material quality shall be in line with Bureau of Indian standards (See rerefence9.3 & ANNEX1). All personnel protective equipment (PPE's) including task specific PPE's shall be provided by contractors in good condition and quality. That shall be maintained at all time.
- 3.2. Contractors are responsible to provide all personnel protective equipment as per specification of Indian standard (ISI) and/or international standard (ISO). The cost of personnel protective equipment provided to their employees are non-claimable from organization.

- 3.3. Any task specific personnel protective equipment shall be organized by supplier according to the nature of task scheduled at parks. PPE matrix for task specific will be provided along with bidding/before finalizing the contract.
- 3.4. Any materials resources such as work platforms; equipment's & machineries shall be provided by contractor with adequate availability in good quality condition.
- 3.5. All contractors & personnel shall be adhering with per work permit procedure. The work shall execute as per permit process.
- 3.6. Personnel protective equipment use, maintenance and disposal as per IMS /HSE waste management procedure.

#### **4. Hand held & power tools, equipment and machineries safety**

- 4.1. Contractor is fully responsible to procure & maintain their tools, equipment's & machinery at all time.
- 4.2. Any procurement of tools, equipment and machineries shall be clearly defined and supply of tools and equipment shall be Indian standard and ISI hologram to be marked.
- 4.3. All tools, equipment and machineries shall be use as per manufacture safety instruction to avoid accidents. In case of unsuitability of tools, equipment & machineries need to use in special circumstance, contractor shall be intimate to HSE in charge and take approval before further execution.
- 4.4. A periodical inspection shall be organizing by contractor to check the condition of equipment.
- 4.5. Wonderla have full authority to inspect the condition of tools, equipment and machineries for fitness to confirm the further use of the same. The decision from HSE executive will be ultimately final.

#### **5. Competency of employees**

- 5.1. Contractor shall verify the competency of employee prior to recruit and assigning task to make efficient output from employees. The service provider/contractor shall ensure that necessary safety training, induction and competency test are done and shall be documented at prescribed format for all his workers before engaging them on the job.
- 5.2. The organization will monitor and have authority to verify the skills and performance employees, if any unsatisfactory performance by individual, organization have to right to ask replacement for him/her within stipulated mutual agreed time period.

#### **6. Incident, accident, damage & near miss reporting**

- 6.1. Any incident and accident occurred at site must be reported. Any delay occurred while reporting incident will be take further action. All incident shall have investigated according to HSE executive discussion. Contractors shall be fully corporate with investigation team and support to take necessary corrective action based on incident's.
- 6.2. The contractors work plan shall also have provisions for all necessary safety arrangement & precautions to prevent injury to the public and/or damage to property of others. The public is defined, as 'all persons not employed by' and/or 'under contract' and/or 'subcontract' or can be use wording 'All stake holders' to organization. Any such cases shall be reported as per clause 6.1
- 6.3. Personnel may can obtain first aid service from Wonderla first aid facilities in between 10:30 AM ~ 18:00 Hrs. during park operational days. The excluded time duration, immediate medical attention shall be arranged by contractor.
- 6.4. Maximum care shall be provided by contractor to protect organization facilities and property from damage, that might cause from your daily task / activities. If any damage occurred on Wonderla properties, it may be costing against the contractor for compensation such as in an event of ride damage, beautification facilities damaging etc.
- 6.5. On observation of unsafe act & unsafe condition the Wonderla have the full right to take immediate decision to suspend the activity with immediate effect until take a corrective action by contractor in a satisfactory level of Wonderla management. The contractor is not entitling for any claim arises due to such event and no time extension shall be provided to complete task.

#### **7. General rules**

- 7.1. Any resources required to perform safe task as per IMS/HSE procedure shall be arranged by contractor in their cost. Resources include manpower, materials, equipment's & machineries or define the scope within ANNEX 2. If the scope is unspecified, contractor scope of resources shall be defined in ANNEX 2 and signed by both parties.
- 7.2. Substance Abuse (alcohol, intoxicated substances, drugs, tobacco, gutka) is prohibited on organization premises Orderliness and clean-up.
- 7.3. Work site shall keep neat & tidy at all time. Any hazardous waste generating from task shall be intimate to Wonderla management for their attention and further advice. All waste generated by contractor task shall be collected, segregated, binned, labelled and disposed as per legal norms and/or in line with Wonderla waste management procedure.
- 7.4. All employees are working under contractor shall be insured to reimburse the medical cost by accident/incidents.
- 7.5. All contractor employees shall be an Indian citizen and shall bear Indian identify card AADHAR card for identifications proof.
- 7.6. Service provider management is expected to periodically review safety performance by Park HSE executive, including compliance with the terms and conditions of the Agreement.
- 7.7. If the Company notifies the Service provider of any non-compliance with the provisions of this Agreement and an action is to be taken, the Service provider shall (immediately, if so directed; otherwise within forty-eight (48) hours of receipt of such notice) take all necessary steps to correct the existing condition.
- 7.8. **Penalty for Safety/legal Violations:** In case of safety / legal violations noticed on the part of employees of service provider or any of the service provider representative, service provider will be suitably penalized as per The Company Safety Policy & in case of repeated violations based on nature & severity of violation the service provider shall be suitably counselled or debarred from services of the Company. Decision of the Company in this regard shall be binding.
- 7.9. Comply with all National, State, Local, and all safety and health regulations and instructions as may be set forth. Any new amendment by local and legal authority and national agencies shall be applicable to all contractors, vendors and suppliers.
- 7.10. Any cost implication by health & safety action, local legal and national amendment & health, safety environment regulations shall not claimable without discussion and approval from involved department HOD's. (Such as HSE action, COVID 19 protocol, Strikes, Band etc.)
- 7.11. Park internal discipline and code of conduct shall be followed by each contractors and their entire team.
- 7.12. Basic welfare facilities such as drinking water, toilets, rest rooms (as per availability) shall be provided by Wonderla management. But, the contractor shall be maintaining it in good, safe and hygiene manner at all time. Any damage occurred on facility during usage will be charged from contractor.
- 7.13. The bias incident investigation found the incident /accident caused by unsafe act by contractor employees, the emergency causality medical cost will be charged from contractor and the contractor are not entitling to raise any claim against Wonderla.

## **8. Administrator control & Work permit system**

- 8.1. Contractor shall follow site safety work system and procedures (Such as work permits, Standard operating procedure, warning signage's, risk assessment, Work schedule whichever is applicable etc.)
- 8.2. All high risk task / works risk assessment shall do along with Wonderla engineer and works standard operating procedure shall have developed and get approved. The high risk task shall have defined by Wonderla management. All works risk shall be assessed prior to task and control shall be applied via permit to works procedure. An occupational health risk assessment register shall be developing and communicate with task force.
- 8.3. Work procedure & permit to work system shall be communicated to respective employees.

## **9. Reference**

9.1. Wonderla HSE policy

[https://d79k57b9f2p6h.cloudfront.net/generic\\_uploads/production/JxXkY6AY/wonderla\\_hse\\_policy\\_2019.pdf](https://d79k57b9f2p6h.cloudfront.net/generic_uploads/production/JxXkY6AY/wonderla_hse_policy_2019.pdf)

**10. Attachment**

10.1. Personal protective equipment list with picture [ANNEXURE V]

**ANNEXURE III : BUREAU OF INDIAN STANDARDS**

PPE-IS Standards*		<a href="https://www.bis.gov.in/">https://www.bis.gov.in/</a>	
Sl.No	Materials description	Unit	Standard
1	Safety helmet	Each	IS CODE 2925: 1984/ IS CODE 15298 : 2002
2	Safety shoe	Pair	IS CODE 5852 : 2004
3	Safety boots	Pair	IS CODE 5557 : 1999
4	Safety harness with double lanyards	Set	IS CODE 3521: 1999
5	Safety goggles	Each	EN 166/ ANSI Z.87
6	Safety face shield	Each	IS CODE 1179 : 1967
7	Safety face shields for welding	Each	IS CODE 1179 : 1967
8	Safety gloves cut resistant	Pair	IS CODE 1179: 1967
9	Safety leather gloves	Pair	IS CODE 2573 : 1986
10	Welding /Cutting heat resistant gloves	Pair	IS CODE 2573: 1986
11	Electrical safety gloves IR rated	Pair	IEC 60903 and EN 60903/IS 13774:1991
12	Face dust mask N 95 (FFP2-S)	Each	IS 9743
13	Ear plug 35 NRR	Pair	IS CODE 9167 : 1779
14	Ear muff 20-35 NRR	Set	IS CODE 9167 : 1779
15	Respiratory mask- Multy colour	Set	IS CODE 9473: 2002
16	Leather Apron	Set	IS CODE 4501 : 1981
17	Retractable lanyards	Each	<a href="https://www.bis.gov.in/">https://www.bis.gov.in/</a>
18	High viz.vest	Each	<a href="https://www.bis.gov.in/">https://www.bis.gov.in/</a>

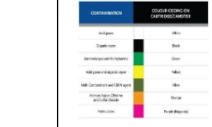
\*Any other task specific personnel protective equipment shall ne refer to BIS link or consult with park HSE in charge/Technical Managers/ Engineers.

**ANNEXURE IV: RESOURCE SCOPE**

RESOURCES LIST REQUIRED FOR TASK ( Sample Format for Ref only )--

Contract nature	<i>OSP / Direct works/Other/ Labor supply</i>		
Department belongs to	<i>IT/Engg/F&amp;B/Stores Department</i>		
Duration of contract	<i>6/12/24/36 Months Approx</i>		
Awarding date	<i>xx/xx/yyyy</i>		
Work commence date	<i>X days from Agreement Sign off</i>		
Expected completion date	<i>6/12/24/36 Months Approx</i>		
Contractor –	<i>Name, Mobile No.</i>		
Focus point and contact details (Mob & Email)	<i>Email Address</i>		
Wonderla –	<i>Name, Mobile No.</i>		
Focus point and contact details (Mob & Email)	<i>Email Address</i>		
Sl No.	Resources	Provide by contractor	Provided by Wonderla
1	Man power (Skilled and un skilled employees)	✓	✗
2	Power tools	✓	✗
3	Welfare facilities	✓	✗
4	Mandatory personnel protective equipment's	✓	✗
5	Task specific personnel protective equipment's	✓	✗
6	Equipment's , Machineries	✓	✗

### ANNEXURE V: PPE LIST WITH PICTURE

1. Safety helmet	2. Safety shoe	High viz. warning vest	4. Safety goggle-Standard
IS 15298 (Part 2) : 2011 ISO 20345 : 2004	IS CODE 5852 : 2004	IS 15809 (2008)	EN 166/ ANSI Z.87
			
5. Safety goggle-Over glass	6. Safety goggle-Splash proof Chemical Task	7. Hearing protections NRR-30 Above	8. Cut resistant gloved : EN388
EN 166/ ANSI Z.87	EN 166/ ANSI Z.87	IS CODE 9167 : 1779	IS CODE 1179: 1967
			
9. Full body safety harness	10. Face visor: With head protection	11. Welding helmet with 11~14 grade	12. Welding single hand shield Short welding task
IS CODE 3521: 1999	IS CODE 1179 : 1967	IS CODE 1179 : 1967	IS CODE 1179 : 1967
			
13. Respiratory protection mask	4. Respiratory protection mask- Cartridge.	15. Dust mask-FFP2	16. AC 1265 Electric Shock Resistant Black Safety Shoes
IS CODE 9473: 2002	IS CODE 9473: 2002	IS 9743	IS 4209 : 2013
			
17. Electrical safety gloves 33kV	18. PVC gloved- Chemical handlers	19. Disposable coverall:	20. Hand leather gloves for hot works
IEC 60903 and EN 60903/IS 13774:1991	IS 4209 : 2013	IS 17423:2020	IS CODE 2573 : 1986
			
21. Life line: Fall arrest system/Retractable lanyard	22. Life line: wire rope type-Horizontal	23. Anti-Vibration gloves	24. Welding apron
IS CODE 3521: 1999	IS CODE 3521: 1999	ISO 10819, 2013	IS: 818-1968 ISO 11611:2015

			
25. Welder/Grinder leg pad	26. Welder/Grinder arm sleeve	27. Safety boots(Rubber-Water resistant) with steel toe	28. Safety helmet to carry load & ventilation
IS: 818-1968/ ISO 11611:2015	IS: 818-1968 ISO 11611:2015	IS CODE 5557 : 1999	IS CODE 2925: 1984 IS CODE 15298 : 2002
			
29. Chin strap for helmet	30. Helmet /	31. 3M DBI-SALA/ Suspension Trauma Safety Straps	32. PVC- Apron –For Lab
		IS CODE 3521: 1999	IS 4209 : 2013
			