



Vehicle Management Standard

Purpose:

Himadri Speciality Chemical Limited (HSCL) implemented this policy considering minimum requirements for the safe operations of vehicles which include any equipment or machinery used for moving people or materials within the plant premises, whether operated by Company’s employees or by contractors. The main aim is to minimize risk of coactivity or collision between vehicles and between vehicles and pedestrians.

Scope:

This standard is applicable to all **Light Motor Vehicles- LMV** (cars, tempos, forklift trucks, mini trucks) and **Heavy Motor vehicles- HMV** (trucks, containers, tankers, tyre mounted excavators), operated by Company’s employees or by contractors who are directly and indirectly supervised by Company including visitors. It applies to Company’s manufacturing plants premises, warehouses, R&D centers, and locations controlled by Company.

**Vehicles operations**

- All vehicles must be roadworthy.
- Vehicles must comply with local laws and regulations, particularly as these apply to the transport of hazardous materials.
- Vehicles must be subject to an appropriate pre-operation safety check.
- A formal inspection and preventative maintenance system must be in place to ensure that vehicles are maintained in a safe and roadworthy condition.
- The driver and all passengers must wear their seat belts at all times.
- The drivers of heavy equipment and those driving in areas of heavy equipment activity must undergo induction and training covering the specific hazards pertaining to their role and must be authorized as competent.
- A detailed Risk Assessment is required to make an Internal traffic rule.
- Maximum speed limit:
  - 10 km/h for vehicles outside buildings for vehicles, excluding lifting equipment.
  - 10 km/h for lifting equipment outside buildings and inside buildings 7 km/h
- Mobile phones are strictly prohibited whilst driving any vehicle.
- Cars must be parked in reverse direction.
- Pedestrian Walkway shall be clearly defined and separated from vehicle movement zones.

Issued by:	A. Nandy	Signature:	
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