



ISO 9001:2015 Certified by UKAS Accredited Certifying Body

ashraf
PLASTIC WORKS

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Employee Safety Handbook

Employee Acknowledgement Form

Ashraf Plastic Works is firmly committed to your safety. We will do everything possible to prevent workplace accidents and are committed to providing a safe working environment for you and all employees.

We value you not only as an employee but also as a human being critical to the success of your family, the local community, and Ashraf Plastic Works. You are encouraged to report any unsafe work practices or safety hazards encountered on the job. All accidents/incidents (no matter how slight) are to be immediately reported to the supervisor on duty.

A key factor in implementing this policy will be the strict compliance to all applicable federal, state, local, and Ashraf Plastic Works policies and procedures. Failure to comply with these policies may result in disciplinary actions.

Respecting this, Ashraf Plastic Works will make every reasonable effort to provide a safe and healthful workplace that is free from any recognized or known potential hazards. Additionally, Ashraf Plastic Works subscribes to these principles:

1. All accidents are preventable through implementation of effective Safety and Health Control policies and programs.
2. Safety and Health controls are a major part of our work every day.
3. Accident prevention is good business. It minimizes human suffering, promotes better working conditions for everyone, holds Ashraf Plastic Works in higher regard with customers, and increases productivity. This is why Ashraf Plastic Works will comply with all safety and health regulations which apply to the course and scope of operations.
4. Management is responsible for providing the safest possible workplace for Employees. Consequently, management of Ashraf Plastic Works is committed to allocating and providing all of the resources needed to promote and effectively implement this safety policy.
5. Employees are responsible for following safe work practices and company rules, and for preventing accidents and injuries. Management will establish lines of communication to solicit and receive comments, information, suggestions and assistance from employees where safety and health are concerned.
6. Management and supervisors of Ashraf Plastic Works will set an exemplary example with good attitudes and strong commitment to safety and health in the workplace. Toward this end, Management must monitor company safety and health performance, working environment and conditions to ensure that program objectives are achieved.
7. Our safety program applies to all employees and persons affected or associated in any way by the scope of this business. Everyone's goal must be to constantly improve safety awareness and to

prevent accidents and injuries.

Everyone at Ashraf Plastic Works must be involved and committed to safety. This must be a team effort. Together, we can prevent accidents and injuries and keep each other safe and healthy in the work that provides our livelihood.

By signing this document, I confirm the receipt of Ashraf Plastic Works 's employee safety handbook. I have read and understand all policies, programs, and actions as described, and agree to comply with these set policies.

Employee Signature / Name / Number

Date

