



ADITYA VARDHAN INDUSTRIES

Specializes in cutting-edge solutions across diverse industrial domains.



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Rules & Regulations Policy

1. General Rules

- All employees must adhere to company policies and safety regulations.
- The use of Personal Protective Equipment (PPE) is mandatory as per assigned work requirements.
- All incidents, injuries, or hazards must be reported immediately.
- Employees must not work under the influence of drugs or alcohol.

2. Health & Safety Policy

- The company is committed to ensuring a safe and healthy work environment.
- Employees must follow safe work practices and report unsafe conditions.
- Continuous improvement of health and safety standards is a priority.

3. Environmental Policy

- The company is dedicated to environmental conservation.
- Compliance with environmental laws and regulations is mandatory.
- Employees should minimize waste and promote recycling.
- Proper disposal of construction materials and hazardous waste is required.
- Sustainable sourcing of business supplies is encouraged.

4. Drugs & Alcohol Policy

- The use of drugs and alcohol in the workplace is strictly prohibited.
- Employees found under the influence will face disciplinary action.

5. Emergency Communication

- In case of emergencies, employees must report immediately to the designated contact person.
- Emergency contact numbers will be provided and must be accessible at all times.
- On construction sites, designated emergency assembly points must be followed.

6. PPE Management

- Employees performing critical tasks must wear company-provided PPE.
- PPE includes helmets, safety shoes, goggles, jackets, gloves, and communication devices.
- Regular PPE inspections and replacements are conducted to maintain safety standards.

7. Insurance & Health Monitoring

- Employees are covered under ESIC insurance or equivalent.
- Annual health check-ups will be conducted at an approved medical facility.
- Additional medical screenings for construction workers exposed to hazardous materials.

8. Hazard Identification & Management

- Employees must report any hazards or near-miss incidents promptly.
- Hazard assessments will be conducted periodically.
- Specific safety training for operating heavy machinery and handling construction materials is mandatory.

9. First Aid & Fire Protection

- First aid kits are available on-site for minor injuries.
- Fire protection training and equipment access are provided in collaboration with partner organizations.
- Fire extinguishers and emergency response drills are mandatory for all work sites.

10. Manpower Deployment & Conduct

- Employees and manpower solutions provided by the company must follow professional conduct and adhere to work ethics.
- Workers must report to their assigned locations on time and fulfill job responsibilities diligently.
- Any misconduct, absenteeism, or breach of duty will lead to disciplinary action.

11. Construction Site Regulations

- Only authorized personnel are allowed on construction sites.
- Work permits must be obtained for high-risk tasks like working at heights or confined spaces.
- Heavy machinery operators must be certified and trained before operating equipment.
- Site supervisors must enforce safety protocols and ensure compliance with labor laws.

12. Business Supplies & Logistics

- Quality checks are mandatory before the distribution of business supplies.
- Timely delivery and safe handling of materials must be ensured to prevent damage.
- Inventory records should be maintained to track supplies and avoid shortages.

13. Accident & Incident Management

- The company participates in investigation committees for accidents.
- Employees must comply with all accident response protocols.
- Documentation and analysis of incidents will be conducted to improve future safety measures.

14. Compliance & Disciplinary Actions

- Non-compliance with these regulations may result in disciplinary actions, including termination if necessary.
- Employees are expected to uphold professional conduct at all times.
- Legal action may be taken against employees or contractors violating contractual agreements.

Proprietor: Aditya Vardhan Verma

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