

Employee Safety & Wellbeing

EMPLOYEE WELLBEING OVERVIEW

We recognize that people are our most valuable assets, therefore we work hard to ensure that our employees are safe and healthy, with free medical insurance provided to all employees, and various health-care initiatives run throughout the year. Doing the right thing by our people ensures that they are happy, healthy and thrive in a working environment.

Employee Benefits	Description
Life Insurance	All employees are covered under the Company's group life insurance policy, which covers disabilities due to work accidents or a work-related demise.
Medical Insurance	All employees are provided with medical insurance covering all work related and non-work related ill health or injuries and free health check-ups.
Workman Compensation Insurance	All employees are covered under the Company's Group Workman Compensation Insurance, which covers loss of salary due to a work related accident/injury.
Annual Health Screening	We partner with RAK Medical Center to provide annual health screening and eye examinations for those employees who work in hazardous conditions inside the factories. Any individuals who are identified as "high risk" are provided with one on one counselling and briefed on how to improve their health and lifestyle.*
Monthly Wellness Campaigns	We organize monthly awareness campaigns on a variety of topics including how to avoid heatstroke, and the common signs of Hepatitis A and C.
Employee Welfare Fund	A welfare fund has been established by the company to help and support employees in serious need of monetary help due to accidents, medical emergencies for self and/ or immediate family members and other approved expenses to the extent not covered by insurance or any other source. The welfare fund is managed by a committee formed for this purpose who shall be the authority for sanctioning of financial help for those in need. The management of the welfare fund shall be governed by the Employee Welfare Fund Policy
Transportation and Accommodation	Employees are provided with accommodation in accordance with the Accommodation Policy. If no accommodation is provided, employees are provided with an accommodation allowance determined by their respective pay grades.
Other Leave	All female employees are eligible for 90 days of maternity leave in accordance with UAE Laws (45 days paid and 45 days unpaid). We also provide special leave for Haji/Umrah and on a case by case basis.
End of Service Benefits	Employees are provided end of service compensation in accordance with UAE Laws.
Travel Allowance	All employees are granted leave travel allowance, graded according to their Company designation, paid at prevalent market rates.
Counselling for employees	Counselling of employees as per requirement
Sports Activities	We provide recreational facilities including a gym, basketball, volleyball, badminton courts and a football field and organize regular sports tournaments.

Employee Training

OVERVIEW

We believe ongoing training and development is an important part of developing employee capabilities and continuous professional development opportunities are provided based on the needs of the business and individual job requirements. Prior to starting work, the HR department ensures a smooth induction for each employee in to the company. The general induction is then followed up by departmental specific training programme organised by department heads or co-employees. The HR department oversees the induction programme, training and development requirements, probationary monitoring, on the job training for skill development, in-house seminars, external expert facilitated training workshops organised in house, industry seminars and exhibitions, conferences and conventions. For factory employees, the induction training covers a presentation on the company, overview of HR and management policies as well as detailed guidelines from the EHS department regarding health and safety. All employees receive regular performance and career development reviews. At the start of any year, employees along with their managers set out specific key performance indicators that the employee will work towards throughout the year and employees are reviewed based on these metrics. Furthermore, all new employees receive a performance review upon completion of their probation period.

PROFESSIONAL TRAININGS FOR CAREER ADVANCEMENT

We provide a range of training programs aimed at improving the technical skills, equipment and process knowledge, general operational competence, and sales capabilities of our workforce. These programs are designed to enhance the expertise of our employees and help them contribute to the organization's business objectives. Our various programs are as follows:

- **Manufacturing Excellence Program:** There is an ongoing Manufacturing Excellence Initiative covering about 1000 people that aims to drive improvements in productivity safety, quality and efficiency. The Program is designed around Lean Manufacturing and TPM.
- **LEAP:** This is an ongoing management advancement & Effectiveness program.
- **Kangaroo:** This is a sequenced career development program) for operators and technicians.
- **Skill and development programs:** This for sanitary ware casters, sprayers and inspectors

ENVIRONMENT, HEALTH & SAFETY TRAININGS

In 2022, our EHS team conducted trainings for our employees on over 60 topics on topics ranging from Environmental Management, Health & Safety, and on Procedures & Maintenance in general. A total of 12,537 employees attended the trainings (non-unique headcounts). The various topics covered in trainings were:

- **Environmental Management:** Waste Management, Water Pollution, Noise Pollution, Dust Emission, Energy Efficiency, Waste Disposal, Water Pollution, Environmental Hazard Identification & Control, Scrap Material Recycling, Energy Saving
- **Health & Safety:** Safe System Of Work, First Aid Kit, PPE, Hurry Up Can Hurt, Common Safety Mistakes that Make Big Difference, Accident Prevention, What Is Near Miss, Why Do EHS Stop The Work, Welding Safety Precaution, When You Spot Hazards, Heat Illness/ Stress, Safety At Work, Hazard And Risk, Unsafe Acts, Unsafe Conditions, Safe Working Procedure/Related Injury With Reference Nos., Machine Guard, Fire Prevention, MSDS, Chemical Hazard, Hand Protection, About Previous Accident, Fire Hazard, Electrical Safety, Hearing Protection, Foot Protection, Stress, Cough, Cold & Flu, Respiratory Protection Colds, Covid-19 Awareness
- **Procedures & Maintenance:** Housekeeping, Oil Spillage, Chemical Spillage, Spillage Control Procedures, Chemical Safety & Precautions/Handling, Work Permit, General Duties Of Employees, Awareness Of Permit System, Forklift Operating, Hierarchy Of Control, Manual Handling, Confined Space, Work With Rain & Water, Material Handling & Transport, Material Handling Disposal, Food Material Storage and Food Handling, Bicycle, Horse Play, Ladder, Diesel Spillage, Eye Wash Station, Slip Control.



65

Topics covered
in EHS training
sessions



3%

Unique
employees
trained in 2022



10,584

Training hours
achieved in
2022

Initiatives for 2023

- Increase the number of man-hours in education.
- Introduce a formal career development plan