

**Junior Achievement India Services**

**CIN: U80301KA2007NPL043191**

**Regd. office:** No. 73/42, 41st Cross, Jayanagar 8th Block, Bangalore 560082, Karnataka, India.

**E-mail Id:** jais@massentrepreneurship.org | **Tel No.:** +91 9845167896

**Website:** [www.massentrepreneurship.org](http://www.massentrepreneurship.org)

---

## **Occupational Health & Safety (OHS) Policy**

<b>Version:</b>	<b>Release Date:</b>	<b>Review Date:</b>	<b>Process Owner:</b>	<b>Process Administrator:</b>
1.0	May, 16, 2025	May 15, 2026	All Employees	VP Finance and Compliance

### **1. Policy Statement & Commitment**

Junior Achievement India Services operating as Global Alliance for Mass Entrepreneurship (or 'GAME', as hereinafter referred) is committed to conducting all its activities with the highest standards of ethics, integrity, transparency and accountability.

GAME is deeply committed to providing and maintaining a safe, healthy, and secure working environment for all its employees, consultants, volunteers, interns and contractors, and, where applicable, beneficiaries interacting with our programs. We believe that work-related injuries, illnesses, and incidents are largely preventable. We strive to integrate health and safety considerations into all aspects of our operations, fostering a positive safety culture through leadership commitment, participation, and continuous improvement. We are committed to complying with all applicable Indian legal requirements related to occupational health and safety and relevant Central and state laws.

### **2. Scope and Applicability**

This Occupational Health and Safety (OHS) Policy (the "Policy") applies to:

- All permanent, temporary, contractual, and part-time employees of GAME.
- All registered volunteers and interns working with GAME.
- All premises under the control of GAME, including offices, field sites, vehicles used for work purposes and temporary work locations.
- All activities undertaken by or on behalf of GAME.



**Global Alliance For  
Mass Entrepreneurship**

### 3. Objectives

Our primary OHS objectives are to:

- a. Prevent accidents, injuries, and occupational illnesses;
- b. Provide a clean, hygienic and safe environment at workplace;
- c. Provide every reasonable and feasible safe environment during fieldwork with respect to travel, boarding and lodging;
- d. Comply with all applicable OHS legislations and standards in India;
- e. Provide adequate information, instruction, training, and supervision to ensure health and safety;
- f. Promote a culture where all personnel feel responsible for health and safety and are encouraged to actively participate in OHS matters;

### 4. Responsibilities

- a. Demonstrate visible commitment to OHS.
- b. Ensure the development, implementation, and review of this Policy and related procedures.
- c. Ensure registration of the organization in the manner as may be prescribed by law.
- d. Ensure that GAME is in compliance with all applicable laws and rules.
- e. Take reasonable care for their own health and safety and ensure that others are not affected by their actions or omissions.
- f. Comply with the Policy, standard procedures, and instructions and perform any other duties that may be prescribed.
- g. Report any hazards, incidents, injuries, or near misses immediately to their supervisor.
- h. Use safety equipment and personal protective equipment (**PPE**) as required and instructed.

### 5. Key Policy Elements & Procedures

GAME will establish and maintain procedures covering, but not limited to:

- a. **Hazard Management:** Prevent workplace hazards (physical, chemical, biological, ergonomic, psychosocial, fieldwork-related)
- b. **Health and Wellbeing:** Promoting workplace health and wellbeing by ensuring adequate sanitation facilities, safe drinking water, and appropriate first aid provision.
- c. **Working Hours, Leave and Holidays:** Ensuring that working hours, weekly holidays, annual leave and festival holidays are provided to employees in compliance with applicable state laws.
- d. **Workplace Safety:** Implementing specific procedures for office safety (ergonomics, electrical safety, housekeeping) and safe use of equipment.
- e. **Contractor Management:** Ensuring contractors working on behalf of GAME adhere to the Policy, OHS standards and relevant legal requirements.

### 6. Legal Compliance

GAME is committed to full compliance with the applicable laws including relevant State Government rules and any other applicable occupational health, safety and welfare legislation in India. We will



stay updated on legal changes and modify our policies and procedures accordingly.

## **7. Policy Dissemination**

This Policy will be communicated to all employees, volunteers, and interns upon induction and made readily accessible (e.g., via notice boards, internal shared drives, employee/volunteer handbooks and email). Relevant sections will be communicated to contractors and visitors as needed.

## **8. Policy Review**

This Policy may be reviewed and amended by GAME without prior notice. The updated version of the Policy will be available at [massentrepreneurship.org](http://massentrepreneurship.org) under Quick links All Persons are required to periodically review the Policy to ensure compliance.

**Policy Approved : By the Board of Directors**

**Signed by :**



**Malathi N Subramaniam**

**VP - Finance & Compliance**



**Global Alliance For  
Mass Entrepreneurship**