



RAJ PETRO

A BRENNTAG GROUP COMPANY

Everyday Forward

**SUSTAINABILITY REPORT
2023**

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“
Progressing every day with
the vision for a sustainable
tomorrow”

Letter from MD

Dear Stakeholders,

I am honoured to present the Annual Sustainability Report of Raj Petro Specialities Pvt. Ltd. with a profound sense of pride and gratitude. In an era marked by constant change, our commitment to sustainability has transcended mere rhetoric, evolving into the very foundation of our corporate ethos and a testament of our commitment to responsible business practices.

This year's report encapsulates our unwavering pursuit of equilibrium between economic prosperity, social responsibility, and environmental stewardship. We have made substantial advancements in embedding sustainability within our fundamental business strategies and operations, and this document serves as a comprehensive overview of the notable progress achieved.

Confronting global challenges, our organization remains steadfast in its dedication to effecting positive change. The report offers valuable insights into our initiatives spanning environmental conservation, social engagement, employee well-being, and ethical business conduct. We are particularly excited to share our accomplishments, addressing challenges faced, and distilling key learnings during the reporting period.

Our sustainability journey is a collaborative endeavour, and I wish to express my deepest gratitude and appreciation to every member of the Raj family and all our stakeholders. Your unwavering dedication, innovative spirit, and shared commitment to our values have been instrumental in realizing the milestones outlined in this report.

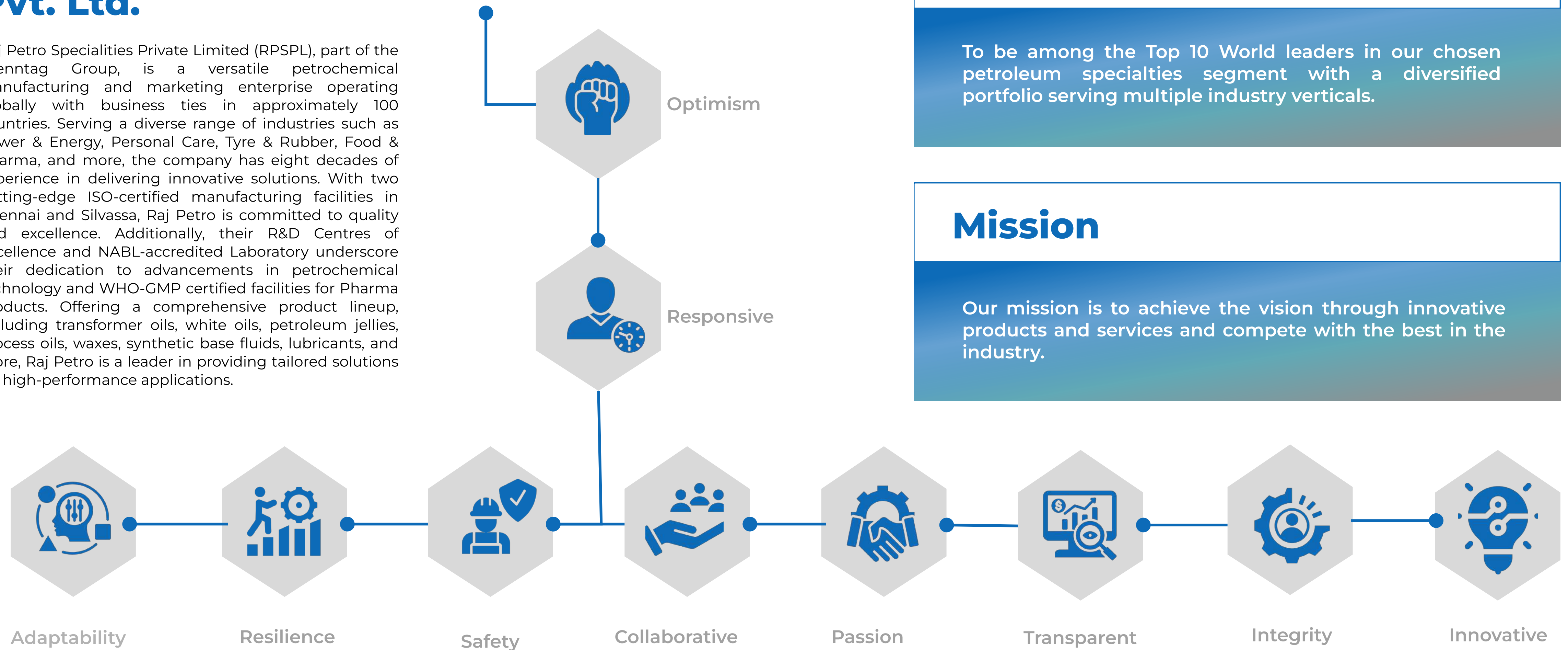


Mehul Nanavati,
Managing Director - Raj Petro Specialities Pvt. Ltd.

Raj Petro Specialities Pvt. Ltd.

Raj Petro Specialities Private Limited (RPSPL), part of the Brenntag Group, is a versatile petrochemical manufacturing and marketing enterprise operating globally with business ties in approximately 100 countries. Serving a diverse range of industries such as Power & Energy, Personal Care, Tyre & Rubber, Food & Pharma, and more, the company has eight decades of experience in delivering innovative solutions. With two cutting-edge ISO-certified manufacturing facilities in Chennai and Silvassa, Raj Petro is committed to quality and excellence. Additionally, their R&D Centres of Excellence and NABL-accredited Laboratory underscore their dedication to advancements in petrochemical technology and WHO-GMP certified facilities for Pharma products. Offering a comprehensive product lineup, including transformer oils, white oils, petroleum jellies, process oils, waxes, synthetic base fluids, lubricants, and more, Raj Petro is a leader in providing tailored solutions for high-performance applications.

Our Values



Vision

To be among the Top 10 World leaders in our chosen petroleum specialties segment with a diversified portfolio serving multiple industry verticals.

Mission

Our mission is to achieve the vision through innovative products and services and compete with the best in the industry.

Sustainably Everyday Forward

Sustainability at Raj Petro is not a destination; it is a dynamic commitment to navigating challenges, embracing opportunities, and leaving a positive legacy for future generations. We aspire to be a catalyst for change in our industry, demonstrating that sustainable practices are not only responsible but also essential for long-term success.

As we move forward, "Sustainably Everyday Forward" encapsulates our pledge to integrate sustainability into the fabric of our business, fostering a resilient and responsible future. At Raj Petro, sustainability is not a choice; it is our way of forging a path towards a world that thrives on balance, responsibility, and enduring prosperity.

Raj Petro's Sustainability Report for the fiscal year 2023 is a comprehensive document that presents an in-depth analysis of the company's Environmental, Social, and Governance (ESG) performance, highlighting our commitment to responsible business practices and sustainable development.

This report adheres to the Global Reporting Initiative (GRI) Standards, a globally recognized framework for sustainability reporting. GRI Standards provide a structured and comprehensive approach to disclosing a company's economic, environmental, and social impacts. By adopting this framework, Raj Petro aims to enhance transparency, accountability, and stakeholder engagement.

ELECTROL[®]
TRANSFORMER INSULATING OILS

RAJOL[®]
White Mineral Oils Liquid Paraffins

RAJELL[®]
Petroleum Jellies

RAJPROL[®]
Rubber Process Oils

RA-WAX[®]
Anti-ozone Waxes

STANSOL[®]
Low Aromatic Specialty
Hydrocarbon Solvents

kyros[®]
lubrication solutions

onwo[®]
High Performance Lubricants

ZOOMOL[®]
DRIVE THE FUTURE
FUTURE-READY ENGINE OILS & GREASES

BIOELECTROL
Natural Ester Dielectric Fluid

SYNELECT
Synthetic Ester Dielectric Fluid

duratek
agrispray oils

KELEOL
SPRAY OIL E4

kyros[®]
TEA SPRAY OIL

2023 Highlights



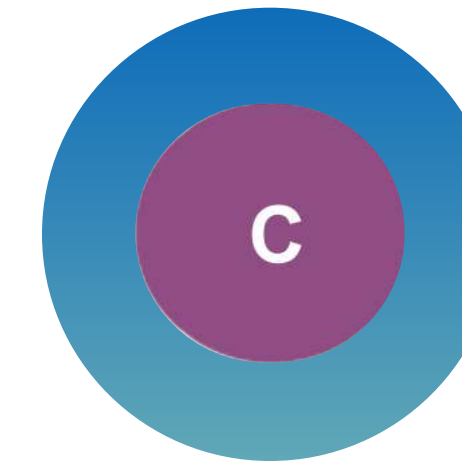
Formalised an integrated ESG policy that covers waste, water, emissions, bio-diversity.



Water and Waste accounting implemented.



Received Silver medal for our sustainability performance by Ecovadis (91st percentile).



 **CDP**
DISCLOSURE INSIGHT ACTION
Climate change score “C” for 2023.



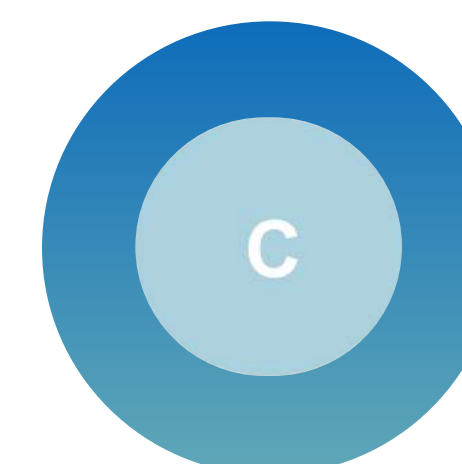
Introduced Sustainable Procurement program to assess the suppliers.



Zero recorded injuries and fatalities.



Certified as “Great Place to Work” in 2023.



 **CDP**
DISCLOSURE INSIGHT ACTION
Water Security score “C” for 2023.

Materiality and Stakeholder Engagement

In 2023, we conducted a materiality assessment to evaluate the continued relevance and appropriateness of our sustainability focus areas, ESG material topics, and metrics.

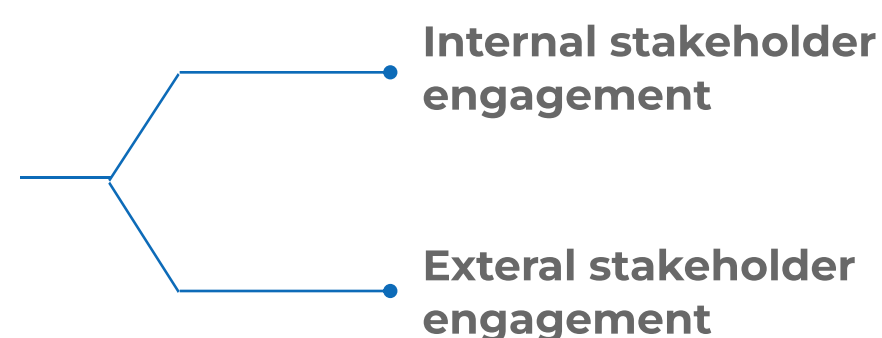
The materiality assessment involved a thorough analysis of the positive and negative impacts associated with topics that are of interest to our stakeholders. This essential process guided the selection of key material topics for Raj Petro and was assessed against two dimensions,

(a) the significance of the material topic to the business

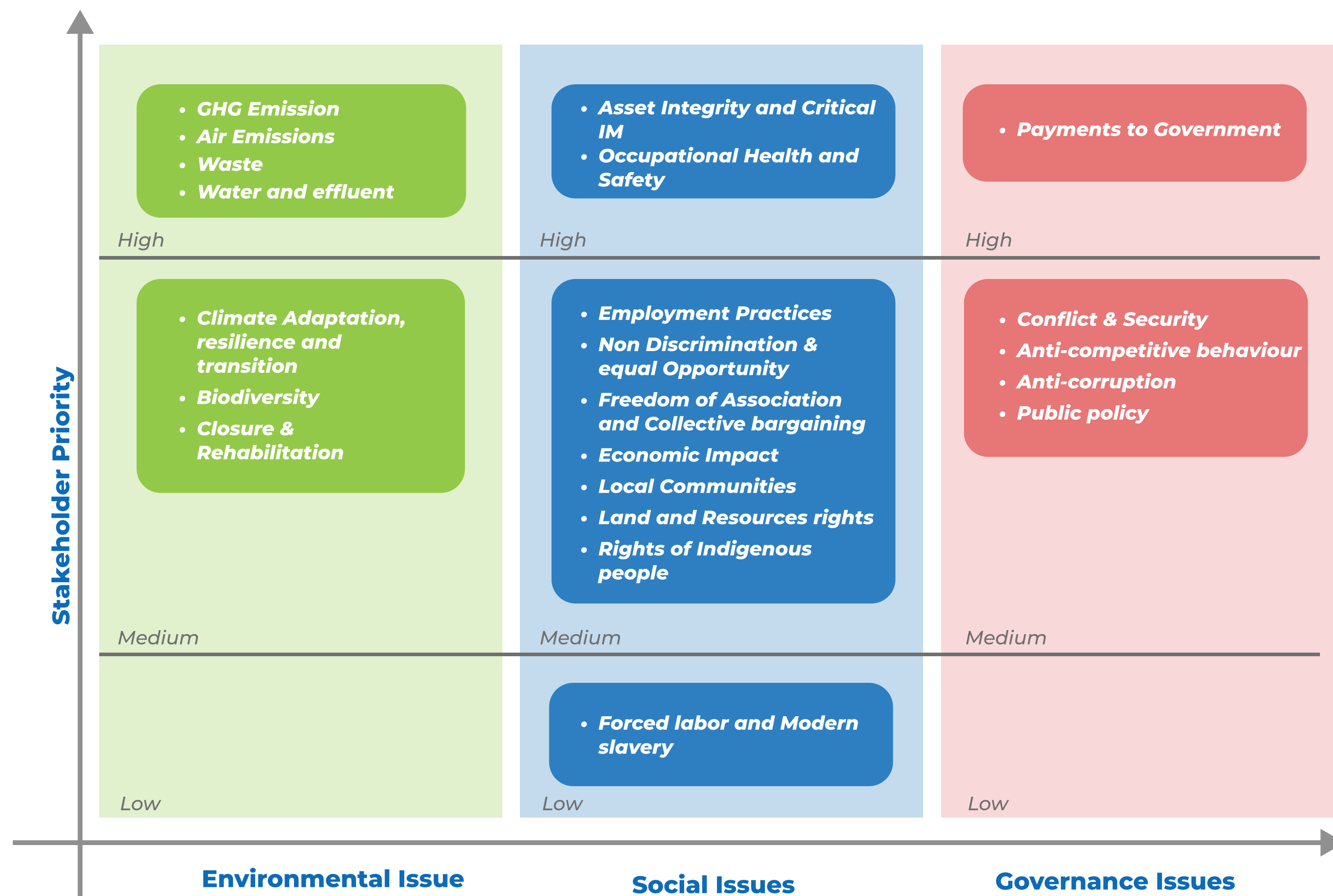
(b) the relevance of the material topic to the stakeholder

The assessment was conducted following the recommendations in the GRI standards, which advise organizations to focus on topics that are important for both their business activities and stakeholders. This analysis covered assessment results from 123 key internal and external stakeholders, including Senior Leadership, Management, Department in charge, Employees, Customers, and suppliers. It focused on 22 ESG topics identified from GRI Oil & Gas sector standards.

Components



This process involved three sessions for internal stakeholders and one session for external stakeholders, which were conducted through both physical and virtual sessions. During these sessions, the importance and methodology of materiality were briefed.



Working with Our Stakeholders



Enhancing Transparency and Communication

We keep our stakeholders informed on our initiatives and efforts through our robust communication channels.



Strengthening Relationships for Mutual Growth

We work closely with our supply chain to identify and reduce our impact.



Survey & Assessments

We understand our stakeholder expectation through frequent interactions and value their inputs.



Collaboration with Industrial Associations

We believe in collective efforts and cluster growth. We actively participate with industrial associations on managing sustainability issues.

Environmental Stewardship

Environmental stewardship is integral to the core tenets of our operational philosophy and the overarching ESG (Environmental, Social, and Governance) purpose that defines our organizational ethos. Our proactive methodology is predicated upon the meticulous undertaking of comprehensive risk assessments, coupled with the formulation and implementation of exacting protocols and practices aimed at mitigating environmental repercussions. Perpetually driven by a commitment to innovation, we are steadfastly dedicated to envisaging and redefining a planetary state characterized by enhanced well-being and sustainability.

Emission

We have revised our emission targets to achieve Net-Zero emissions by 2045. Aligned with Raj Petro's Sustainability Strategic Framework and the recommendations of its Sustainability Committee, RPSPL has planned initiatives and programs to uphold its commitments toward a cleaner environment.

We are exploring options such as conducting energy audits to identify and enhance energy efficiency, implementing LDO to PNG conversion for Scope 1 emission reduction, identifying reduction projects and efficiency initiatives, and engaging with the supply chain to identify and mitigate Scope 3 emissions.

We adopted the GHG protocol standard to calculate Scope 1 and Scope 2 emissions across the various facilities of Raj Petro under operational control. The emissions are quantified in terms of carbon dioxide equivalents (CO₂e). Furthermore, as part of our commitment to comprehensively assess and manage environmental impacts throughout our value chain, we have started capturing our value chain emissions.

Scope 1 Emissions

Emissions from Direct Operations

Raj Petro's comprehensive Scope 1 reporting encapsulates all emissions originating from sources firmly within the operational purview of the organization. The greenhouse gases (GHGs) incorporated in Raj Petro's reporting framework encompass carbon dioxide (CO₂), methane (CH₄), and nitrous oxide (N₂O). Scope 1, in this context, pertains to emissions emanating from various processes, notably fuel combustion in boilers, diesel generators and vehicles, as well as fugitive emissions of refrigerants from refrigeration systems and process venting systems. The reference year for establishing a baseline is designated as the year 2020.

Scope 2 Emissions

Within Raj Petro's Scope 2 reporting framework, emissions are accounted for in relation to the electricity consumption through GRID connected purchased sources and the rooftop solar power plant installed in Silvassa plant. There is no power generation happening except for the power generated from Diesel generators at times of power failure which has been accounted for in Scope 1. Although emissions related to purchase of electricity may emanate from sources beyond the direct operational influence of the organization, such as power generation facilities, they remain integral to Raj Petro's operational dynamics and are financially underwritten by the company. The greenhouse gases (GHGs) encompassed in this reporting category consist of carbon dioxide (CO₂), methane (CH₄), and nitrous oxide (N₂O). The pivotal benchmark year for this assessment is stipulated as 2020. All facilities classified under operational control has been accounted for in Scope 2 as per GHG protocol.



Net Zero Emissions by 2045



Scope 1 & Scope 2 Emissions breakdown by facility

Facility	Scope 1 (tCO2e)	Scope 2 (tCO2e)
Registered Office (Mumbai, Maharashtra)	0	48.22
Corporate Office (Chennai, TN)	3.03	84.18
CPT, Chennai	1.34	18.06
Manufacturing Plant 1 (Silvassa)	276.12	794.72
Manufacturing Plant 2 (Manali)	1451.19	1821.81
TOTAL CO2 EMISSION	1731.68	2766.99

Scope 1
1731.68
tCO2e

Source of emissions: Central Electricity Authority, India

Scope 2
2766.99
tCO2e

Source of emissions: IPCC

GRI 305-4: Emission Intensity

GHG Emission Intensity Ratio	0.025
Organization Specific Metric	MT of Production
Total Emissions (tCO2e)	4498.67
Total Production in Tonnes	179636.00

Scope 3

272907.42

tCO2e

Source of emissions: IPCC, India GHG program, Supply chain
GHG Emission factors for US Commodities and Industries

Scope 3 Emissions

In our unwavering commitment to transparency and accountability, we are pleased to provide a comprehensive overview of our organization's approach to Scope 3 emissions within this sustainability report. As part of our commitment to sustainable business practices, we recognize the critical importance of addressing not only our direct operational impacts (Scope 1 and 2), but also the broader environmental footprint associated with our value chain. We have undertaken a comprehensive assessment of our Scope 3 emissions, employing recognized methodologies and industry best practices to measure, quantify, and analyze the associated environmental impacts.

In this report, we have comprehensively captured multiple category emissions that are relevant to our business with the methodologies in place to capture and account the same. We are constantly working with our value chain partners to set up effective systems to collaborate and capture necessary information required for calculating the same.

***NA** - Not Applicable. These categories are not relevant to our nature of business and operations.

***TBC** - To Be Captured. We are developing and setting up systems to capture the same for 2024 disclosure.

***TBI** - To Be Identified. These categories require comprehensive audits and systems to be set up and work with our value chain partners to identify and capture the same. We are planning our engagement activities to identify possible methods for capturing the same.

Facility	Scope 3 (tCO2e)
Category 1 - Purchased goods	167,554.03
Category 2 - Capital goods	395.89
Category 3 - Fuel and Energy related activities	*NA
Category 4 - Upstream Transportation & Distribution	47,833.30
Category 5 - Waste generated in operations	41.10
Category 6 - Business Travel	30.18
Category 7 - Employee commuting	79.60
Category 8 - Upstream leased assets	*TBC
Category 9 - Downstream transportation & Distribution	56973.32
Category 10 - Processing of Sold products	*TBI
Category 11 - Use of sold products	*TBI
Category 12 - End of Life treatment of sold products	*TBI
Category 13 - Downstream leased assets	*TBC
Category 14 - Franchises	*NA
Category 15 - Investments	*NA

10%

Reduction in absolute
Scope (1+2) emissions from
base year 2020

Decarbonizing Our Operations

Raj Petro is pleased to announce a noteworthy achievement in its sustainability endeavours, realizing an impressive 10% reduction in emissions from the baseline year of 2020 to 2023. This accomplishment underscores our unwavering commitment to environmental stewardship, with a strategic emphasis on sophisticated process optimization and energy efficiency initiatives.

Raj Petro has strategically incorporated cutting-edge technologies into our manufacturing processes. Advanced process control systems and automation have been deployed, enhancing efficiency, reducing waste, and promoting sustainability at every operational step. We have been able to achieve our emission targets through collaborative efforts from multi disciplinary teams to ensure higher operating efficiencies. Frequent thermal audits have been carried out in collaboration with our OEM's to ensure optimum performance of our energy assets.

Recognizing the vital role our workforce plays, Raj Petro has invested in comprehensive training programs. These initiatives raise awareness about the importance of emission reduction and empower our employees to actively contribute to our sustainability goals.

Absolute Scope 1+2 emissions				
2020	2021	2022	2023	
5052.00 MTCO ₂ e	4842.48 MTCO ₂ e	4890.77 MTCO ₂ e	4498.67 MTCO ₂ e	10% Reductions

Emission Intensity (Scope 1+2 emissions)		
2022	2023	
0.026 MTCO ₂ e / MT of production	0.025 MTCO ₂ e / MT of production	3.6% Reductions



Transitioning to Electric Forklifts

The Replacement of Diesel Forklifts with Electric Forklifts, a conscious step towards reducing our carbon footprint and fostering a cleaner working environment. The primary objective of transitioning from diesel forklifts to electric counterparts is to minimize our environmental impact by significantly reducing carbon emissions associated with our material handling operations. This initiative is a proactive response to the imperative to embrace sustainable practices in our day-to-day operations.

The Replacement of Diesel Forklifts with Electric Forklifts initiative is expected to yield significant results in terms of emission reduction. By embracing this transition across our material handling fleet, we aim to:

- **Reduce CO2 Emissions:** The adoption of electric forklifts is projected to result in a substantial reduction in carbon dioxide emissions, contributing to our overarching sustainability goals.
- **Improved Air Quality:** The elimination of particulate matter and pollutants associated with diesel combustion enhances the indoor air quality within our facilities, promoting a healthier and more comfortable working environment for our employees.
- **Align with Global Sustainability Standards:** This initiative aligns with international sustainability standards and positions Raj Petro as an industry leader committed to responsible environmental practices.



Energy

As a manufacturing entity necessitating external energy resources, Raj Petro has implemented internal energy management systems for the meticulous tracking of consumption patterns. Raj Petro has deliberately selected tools aligned with the ISO 50001 Energy Management Standard to systematically document, scrutinize, and curtail its energy utilization. Reporting procedures adhere to GRI Disclosure 302, with the exclusion of any GRI code addressing energy consumption beyond the organizational boundaries. This strategic approach is articulated through three principal focus on Energy efficiency, renewable energy & Augmentation of In-house energy production.

The inaugural strategic initiative undertaken by Raj Petro involved a firm commitment to a comprehensive transition towards renewable energy sources, colloquially termed 'Green power.' This deliberate shift aims to obviate emissions stemming from conventional thermal energy production methods. In addition, Raj Petro is actively diminishing its reliance on external energy sources through the continual augmentation of in-house generation capacities. This is realized through the installation of expansive photovoltaic solar panel configurations. Furthermore, the organization has initiated the utilization of waste heat generated during production.

Committed to sustainable practices, we're focused on reducing energy use and shifting to renewable sources like solar power. Our efforts align with global climate goals, aiming to cut greenhouse gas emissions and create a cleaner future. We're exploring key initiatives, such as replacing energy-intensive equipment, introducing solar power agreements for our Silvassa plant, and setting up solar EV charging stations for forklifts and employees. These steps are vital for curbing our environmental impact and contributing to a low-carbon economy. Transparent reporting and accountability drive our journey towards sustainable energy practices.



Enhanced Energy Efficiency through
Advanced Management Practices

Transition to Renewable Energy

Augmentation of In-House Energy
Production

GRI 302-1: Energy Consumption by source

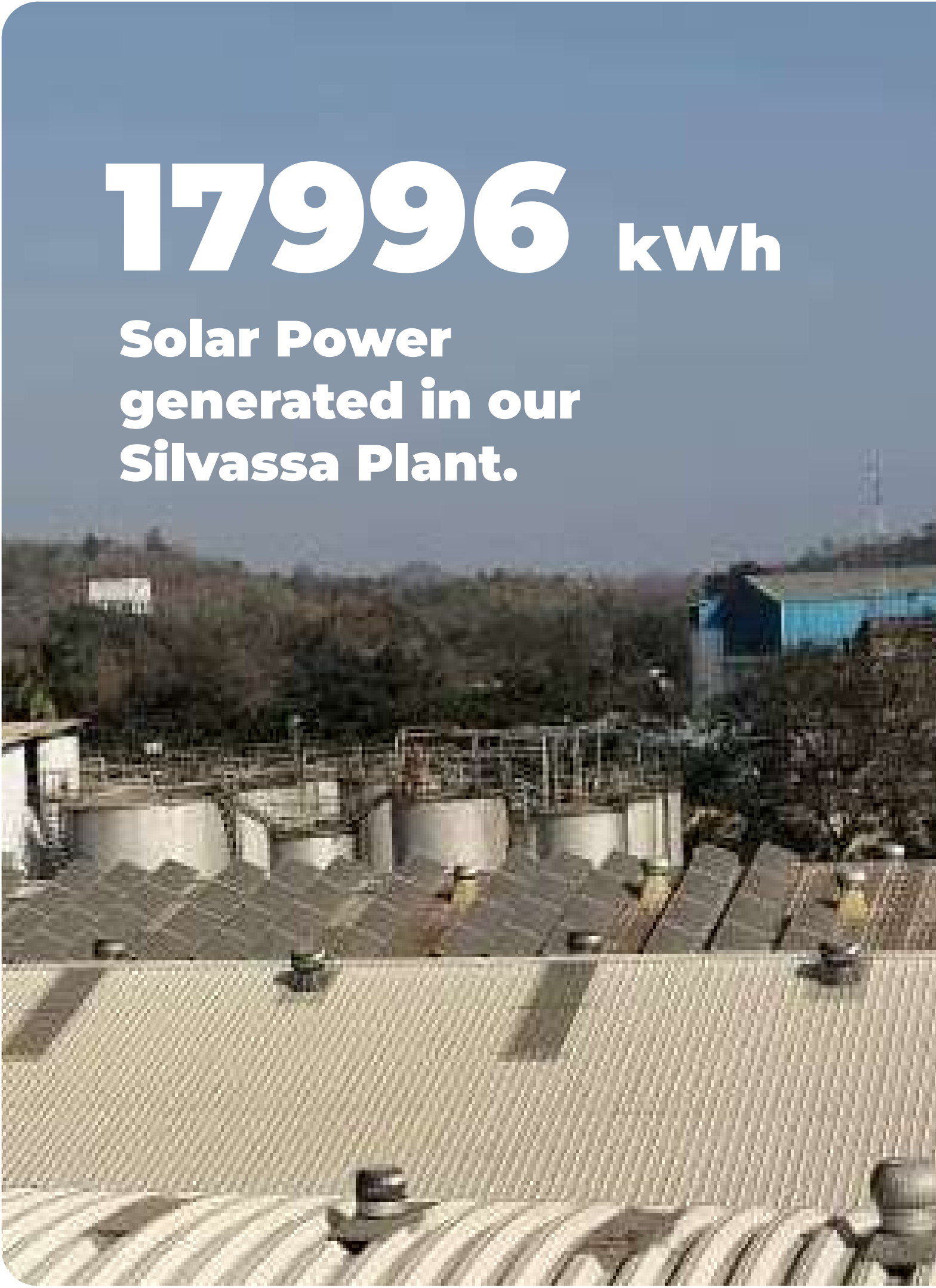
Non-Renewable Fuel Consumption (GJ)	24669.07
Renewable Fuel Consumption	Nil
Electricity Consumption (GJ)	14093.59
Steam Consumption	Nil
Heating Consumption	Nil
Cooling Consumption	Nil
Total Energy Consumption (GJ)	38762.66

GRI 302-3: Energy Intensity

Energy Intensity Ratio (GJ/MT)	0.215
Organization Specific Metric	MT of Production
Total Production in Tonnes	179636

17996 kWh

Solar Power
generated in our
Silvassa Plant.



Water and Effluents

Raj Petro prioritizes responsible water management, recognizing its potential impact on ecosystems and communities. Water is sourced from diverse outlets, such as CMWSSB, Municipal Corporation, third-party suppliers, and the Port Authority's groundwater, catering to Chennai, Manali, Mumbai, Silvassa, and CPT. This water serves both domestic and industrial needs. Domestic sewage is treated at the Manali and Silvassa plants to meet pollution control board discharge standards. In Silvassa, 40% of treated wastewater is utilized for toilet flushing, with the remaining 60% dedicated to gardening. Additionally, Silvassa's RO discharge contributes to gardening.

Process wastewater in Silvassa undergoes treatment in a 0.5 KLD ETP before reaching the sewage treatment plant. In Manali, all process water is directed to an evaporation pond, ensuring zero wastewater traces and minimizing environmental impact. We also have an STP in Manali for treating domestic wastewater. Office facility wastewater in Chennai and Mumbai is channeled to city municipal sewers, while CPT treats domestic wastewater in a septic tank. The commitment to meeting discharge standards and reusing effluents ensures no adverse impact on local surface or groundwater bodies.

Raj Petro is actively engaged in environmental conservation efforts. The Manali plant features rainwater harvesting to replenish groundwater and enhance resilience. In 2023, the organization established a qualitative water-related goal to reduce freshwater consumption and enhance water recycling efficiency. This objective was successfully met through the development of a comprehensive water accounting system, demonstrating the company's commitment to responsible water management.

Facility name	Source	Total water consumption/withdrawal(KL)			Total water discharged from STP (KL)
		Process	Domestic	Drinking	
Manali Plant	Metro Water	2325.72	3490	228.84	2707
Silvassa Plant	Third party	20.296	3077.6	0.336	1264.5
Registered Office (Mumbai)	Municipal corporation	NA	*	20.982	**
Corporate Office(Chennai)	Metro Water	NA	1271.01	20.42	**
CPT	port authority groundwater)	NA	*	19.34	NA

*Water accounting is not possible as the facilities are rented.** direct discharge city municipal sewer

10474.54 KL
Total water consumed

100%
Treated wastewater reused for gardening and toilet flushing

Waste

According to the materiality assessment results, waste is considered a high-priority topic requiring attention to reduce the waste generation. At Raj Petro, the majority of waste stems from upstream raw material unpacking, maintenance and production activities. Our waste is mainly categorised as hazardous and non-hazardous. All non-hazardous waste is directed to recycling facilities for further processing. We have implemented a cohesive management system to regulate the recycling of hazardous waste. Both categories of waste are dispatched to a third party for additional waste management and handling.

We handle solid non hazardous waste through the use of blue, green, and red bins, where paper, glass bottles, and biodegradable and non-biodegradable wastes are segregated. The company has implemented an innovative solution within its upstream supply chain by replacing traditional cardboard wrap with a pouch-type packing system. In this system, the packaging material(barrels) is securely placed within a pouch, eliminating the need for cardboard wrap. Following the shipment, the pouch is returned to Supplier for reuse in subsequent deliveries. Currently, this sustainable packing approach is being employed selectively for a limited number of Suppliers.

In 2023, our objective to reduce non-hazardous waste by 4% from the 2022 baseline was successfully achieved, reflecting our commitment to sustainability. Looking forward to 2024, our Key Strategies and Objectives include an ambitious plan to further decrease non-hazardous waste. A preliminary analysis conducted in 2023 informed our understanding of waste sources, laying the foundation for future initiatives. In the upcoming year, we aim to develop innovative ideas for waste reduction, starting with comprehensive waste accounting and periodic audits. These steps align with our commitment to environmental responsibility and sustainability, reinforcing our dedication to creating positive impacts within our organization and beyond.

Total Waste Generated

469.59

Total Non-Hazardous Waste
Generated

401.25

Total Hazardous Waste
Generated

68.34

Waste diverted from disposal (MT)- recycle

414.72

Hazardous Waste (MT)

13.47

Non-Hazardous Waste (MT)

401.25

other (reused as alternative fuel in cement kilns) - MT

54.87

Hazardous Waste (MT)

54.87

Non-Hazardous Waste (MT)

0

Greenhouse Gases

Airborne pollutants contributing to climate change, such as carbon dioxide (CO₂) and methane (CH₄), are categorized as greenhouse gas (GHG) emissions. Specifically, Scope 1 emissions are those directly originating from the combustion of fuel within facilities under the operational purview of Raj Petro.

In accordance with the accounting framework, the recorded emissions for Scope 1 amount to 1731.68 MTCO₂eq and Scope 2 amount to 2766.99 MTCO₂eq, respectively. Consequently, the aggregate emission tally stands at 4498.67 MTCO₂eq. The meticulous quantification of emissions for all gate-to-gate business activities adheres to the Corporate Accounting and Reporting Standard outlined by the Greenhouse Gas Protocol, with reporting conducted in alignment with GRI Disclosure 305.

Climate Change Adaptation

In the face of the escalating challenges posed by climate change, RPSPL steadfastly embraces the imperative of climate adaptation, underscoring our commitment to fostering resilience and safeguarding the well-being of our ecosystems, communities, and operations. We practise measures like **Robust Risk Assessment and Preparedness and Integrated Climate-Resilient Strategies** to ensure that our organization is well prepared. We are also considering to prepare our climate transition plan, that will focus on alternate product development and practices that will support our sustainability initiatives.

Protection of Soil, Water and Air

At Raj Petro, our commitment to reducing the environmental impact of our business operations on soil, water, and air is unwavering. We recognize that environmental aspects within RPSPL evolve from various operational activities, including management of raw materials, manufacturing, finished products, packing and dispatch of products, unloading and loading tankers, transportation, and additives in the logistics process to maintenance of equipment and machinery, port operation, and other associated activities during operations.

Considering Significant Environmental Aspects is integral to the development, execution, and upkeep of our Integrated Management System (IMS). We manage these aspects through operational control procedures, ensuring the elimination or reduction of adverse impacts.

At Raj Petro, all our sites adhere to appropriate environmental protection measures, including wastewater treatment facilities, the deployment of three-colored bins for effective waste management, provision of spill kits, sewage treatment plants, and the use of electric forklifts to reduce our carbon footprint.

Transport and Fleet Management

At Raj Petro Specialities Private Limited (RPSPL), we have developed policies regarding the transportation of our products by road to minimize risk exposure. We adhere to the standardization of tankers in line with RPSPL requirements, including features like oil spill kits, master cutoff switches, and PESO-approved spark arrestors. Our sites employ organized transport logistics to reduce fuel consumption and mitigate harmful emissions, aiming to enhance the efficiency of our vehicles' journeys. We provide yearly training for our transport personnel to ensure safety management.



Climate Risks

In the face of escalating climate challenges, Raj Petro stands committed to not only acknowledging the inherent risks posed by climate change but also proactively addressing them. Utilizing the Task Force on Climate-related Financial Disclosures (TCFD) framework, we have established a robust system to identify, assess, and manage climate risks, recognizing the critical role such risks play in shaping the long-term sustainability of our operations.

Climate risks are multifaceted and encompass a spectrum of challenges ranging from physical risks, arising from extreme weather events and changing climate patterns, to transitional risks linked to shifts in policy, technology, and market dynamics. As a responsible corporate entity, Raj Petro acknowledges the importance of thoroughly understanding and quantifying these risks to make informed decisions that safeguard our business and contribute to broader environmental resilience.

Climate risk management positions Raj Petro to build resilience in the face of climate uncertainties. By anticipating and adapting to changing climate conditions, we mitigate the impact of physical and transitional risks on our operations.

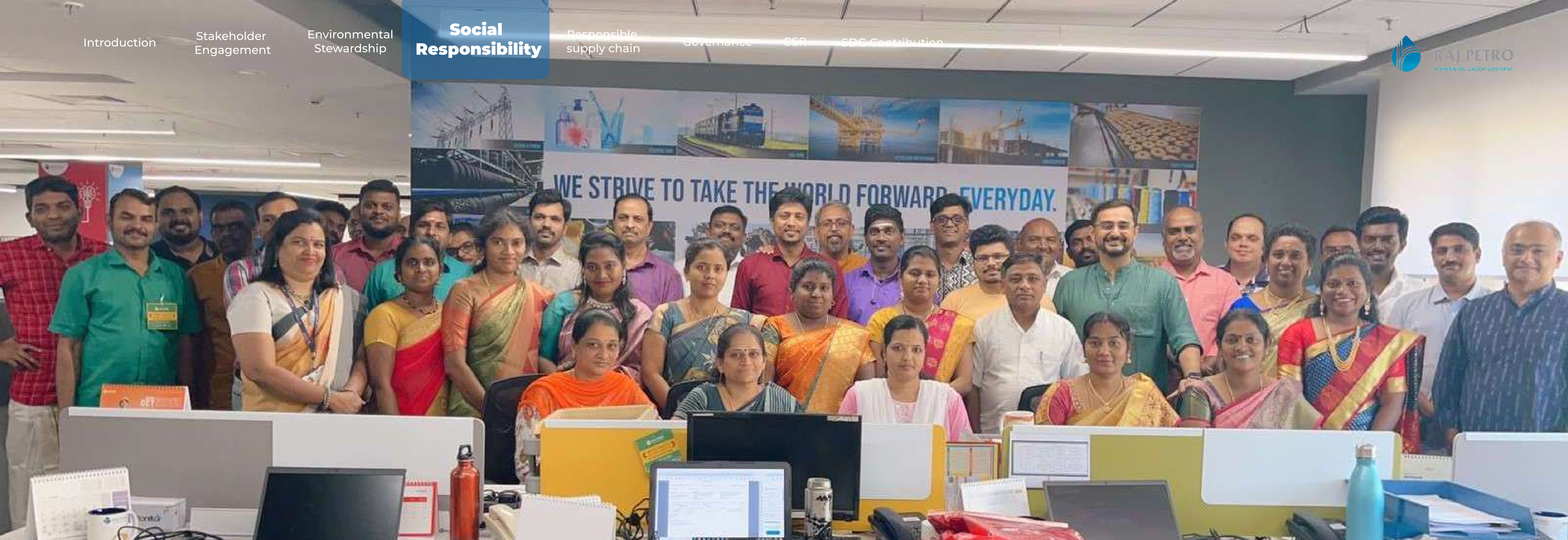
As we navigate the complex terrain of climate risks, Raj Petro remains steadfast in our commitment to leveraging the TCFD framework and adopting best practices for climate risk management. By fostering a culture of continuous improvement, transparency, and stakeholder engagement, we are dedicated to ensuring the long-term viability of our business while contributing to global efforts to address climate change.

PHYSICAL RISKS

ACUTE RISKS	CHRONIC RISKS
<ul style="list-style-type: none">Sea Level RiseRising Mean Temperatures	<ul style="list-style-type: none">Floods & StormsExtreme Temperatures

TRANSITIONAL RISKS

LEGAL RISKS	MARKET RISKS	TECHNOLOGY RISKS	REPUTATIONAL RISKS
<ul style="list-style-type: none">Carbon Tax / Carbon PricingDynamic Environmental Regulations	<ul style="list-style-type: none">Market shift towards Low Carbon Economy	<ul style="list-style-type: none">Frequent upgradation and Adapting to new technologies and processes	<ul style="list-style-type: none">Negative brand image



Social Responsibility

Our organizational philosophy is centered on a strong commitment to social responsibility. This commitment goes beyond mere compliance and is embedded in every aspect of our operations. We understand that our actions have an impact not only on our immediate stakeholders but also on the larger society and environment. Therefore, we take a proactive approach to address critical issues such as occupational health and safety, employment practices, and community engagement. Our aim is not only to mitigate risks but also to create enduring positive impacts on the world around us.

Our workforce is at the heart of our operations. Raj Petro is committed to ensuring the health, safety, and well-being of our employees. Beyond compliance, we invest in programs that support mental health, work-life balance, and professional development, recognizing the integral role of our workforce in driving our success. Raj Petro values diversity as a source of strength. We are dedicated to providing equal opportunities for all, irrespective of gender, ethnicity, or background.

Occupational Health and Safety

Workplaces that are safe and healthy are acknowledged as human rights. The United Nations (UN) adopted the Sustainable Development Goals as part of the 2030 Agenda for Sustainable Development, and one of their objectives is to ensure safe and healthy working conditions.

At RPSPL, safety always comes first. It means

- Striving for **zero accidents** and incidents in all our operations.
- Safety is what we do; it is integrated into every facet of our operations.
- A positive safety culture characterized by effective communications founded on mutual trust, by shared perceptions of the importance of safety and the efficacy of preventive measures.

Raj Petro IMS comprises management procedures and several standard operating procedures, encompassing OH&S hazards identification, risk assessment, control determination, communication, consultation, participation, emergency preparedness and response, monitoring, measurement, analysis, evaluation, audits, management review, and incident investigation, nonconformity, and corrective action.



The IMS is divided into different categories based on performance indicators and system procedures that are in line with global best practices, legal and regulatory standards, and legislation. The RPSPL's SHE Department oversees and manages the health and safety issues related to the organization's assets and operations. These issues are regularly evaluated and updated as needed.

Occupational Health and Safety Management System

Raj Petro ensures effective implementation and consistent improvement of the IMS through our QSHE Policy. This statement is communicated to all stakeholders, including employees and contractors, and executed across the organizational boundary. Health and safety performance data is consistently collected, assessed, and reported to achieve objectives and targets in this topic.

In addition to RPSPL's QHSE Policy, we have different guidelines to address the health and safety issues encountered by employees. Namely, we have the Warehouse Packed Goods Storage Guidelines, which provide guidance on the storage of packed chemicals to eliminate the risk to people and the environment. Secondly, we have Safety Critical Equipment Guidelines to ensure that all safety-critical equipment is kept in good condition, preventing a failure that could result in a major accident or loss of containment.

Occupational Health Services

We have an Occupational Health Center (OHC) to provide primary and occupational health treatment to all members working in factory premises after assessing health hazards to which employees are exposed during work. The scope of this center is mainly the medical examination of the employees which includes periodic/annual medical examinations and general medical examinations for members working at Raj Petro. This also includes a first aid facility with first aiders and first aid boxes. In 2023, there were no major instances of occupational illnesses reported among either our employees or contracted workers other than five first aid cases.



Promotion of worker health

All our employees have access to comprehensive and high-quality medical and healthcare services through Care Health Insurance Ltd, (Group Term Insurance, Group Personal Accident, Group Mediclaim Policy). Contract employees are entitled to the Employees State Insurance Scheme as part of their non-occupational medical and healthcare services.

Additionally, we have an agreement with M/s. S S Corporate, a service provider for health and wellness programs to facilitate sessions like Aerobics, Zumba, Meditation, Yoga, Laughter yoga, and other wellness programs as per the instructions of Raj and at any of the locations of Raj namely: Mumbai & Chennai Offices, Silvasa & Manali Plants.



Worker participation, consultation, and communication

RPSPL has well-established processes to ensure active participation and involvement of all workers, including non-managerial employees and contract workers, in its occupational health and safety (OHS) initiatives. A health and safety committee is formed with an equal number of representatives from the management side and workmen representatives, including the SHE executive, with representation from all functions. Respective Plant Heads nominate workmen representatives. The safety committee meets once every three months to review safety concerns, suggestions, near-misses, and follow-up actions.

At RPSPL, we have guidelines for reporting near misses. We encourage and promote an open reporting culture to attract the active participation of all employees. Additionally, we have a PAR (Positive Action Reinforcement) initiative with the main objective of recognizing exceptionally positive behaviors related to QHSE. This includes following our internal rules and procedures, such as reporting dangerous conditions that lead to avoiding serious safety events, assisting in emergency situations, or suggesting improvements that significantly benefit the environment and all interested parties.

All PARs are registered in the management system, and the exceptional PAR will be communicated monthly to the entire team, accompanied by a token of appreciation.

Safety Performance

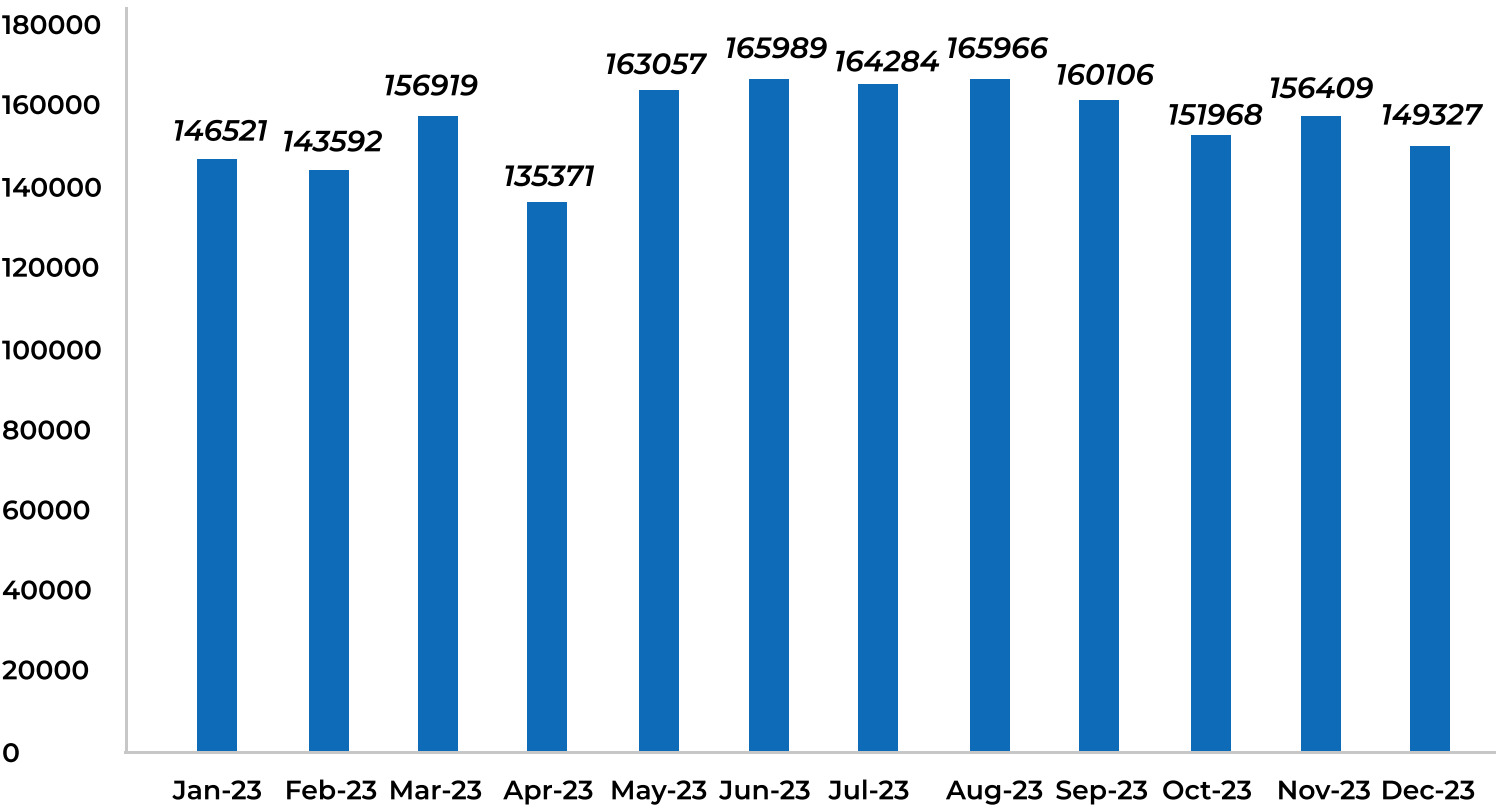
We were awarded for 'Safety and Compliance' at the prestigious Rosefield Energy Tech on the 14th of Dec '23, held in Mumbai.

At Raj Petro, safety is not just a priority; it is a core value that underpins every aspect of our operations. We recognize the paramount importance of fostering a culture of well-being, ensuring the health and safety of our employees, contractors, and visitors. This commitment is ingrained in our corporate ethos, and our safety initiatives are designed to exceed industry standards.

Raj Petro invests extensively in comprehensive safety training programs, from hazard identification to emergency response protocols, our employees are equipped with the knowledge and skills necessary to prioritize safety in their daily tasks.

Regular risk assessments are conducted across all operational areas. This proactive approach allows us to identify potential hazards, implement preventive measures, and continuously refine our safety protocols.

SAFE MANHOURS - 2023



2022

2023

Total No. of Hours Worked

Number of hours worked (million-man hours)-Employees	0.972	0.880
Number of hours worked (million-man hours)-Contract Workers	0.892	0.970

For employees

The number and rate of fatalities as a result of work related injury	0	0
The number and rate of high-consequence work-related injuries (excluding fatalities)	0	0
The number and rate of Record-able Work-Related Injuries	0	0

TOTAL NUMBER OF EMPLOYEE FATALITIES AS A RESULT OF WORK-RELATED ILL HEALTH

Number of Fatalities	0	0
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**FOR ALL WORKERS WHO ARE NOT EMPLOYEES BUT WHOSE WORK AND/OR
WORKPLACE IS CONTROLLED BY THE ORGANIZATION**

The number and rate of fatalities as a result of work related injury	0	0
The number and rate of high-consequence work-related injuries (excluding fatalities)	0	0
The number and rate of Recordable Work-Related Injuries	0	0

WORKERS COVERED BY OCCUPATIONAL HEALTH AND SAFETY SYSTEM

The number and percentage of all employees and workers who are not employees but whose work and/or workplace is controlled by the organization, who are covered by such a system that has been internally audited	767	767
The number and percentage of all employees and workers who are not employees but whose work and/or workplace is controlled by the organization, who are covered by such a system that has been audited or certified by an external party.	100%	100%



Hazard Identification, Risk Assessment, And Incident Investigation

RPSPL has established, implemented and maintains a process for hazard identification that is ongoing and proactive. We assess and determine our OHS risks using a Risk Assessment Matrix. We execute recurring inspections and reviews across the organization's assets and operations.

Our operations are regularly supervised by qualified and competent SHE executives to safeguard compliance with SHE standards and other requirements. Hazard identification and risk assessment are regulated for all facilities, and actions are verified as and when required.

Along with this, we conduct safety inspections and tours. The purpose of SHE inspections is to identify hazards as unsafe acts and unsafe conditions during our routine course of work and plant rounds and to correct them immediately and record them. All the observed unsafe acts and conditions are recorded and reported to the SHE department. All the reported observations shall be logged compiled and discussed with plant heads every week for any pending actions. The consolidated list is formally reviewed in every site Safety Committee Meeting and decide on interim measures if the action plan is delayed.

Safety tours are an important tool for us to make informed decisions about improvements and to recognize good SHE performance. These tours help to increase engagement and motivation among employees to continue improving their performance. The tours are conducted informally to ensure that real work activity, working conditions, and employee behaviour are observed.



At the end of the tour, a briefing is held with the plant head, SHE executive, and department heads to review and agree on any necessary remedial actions.

SHE Key Performance Indicators (KPIs), as well as lagging and leading indicators of safety, health, and environment, are monitored and reported every month. In the event of any incident, an investigation is conducted within 24 hours, and a root cause analysis is carried out to comprehensively identify the underlying causes and contributing factors. The functional heads will ensure the identified CAPA is implemented within the stipulated time.

At RPSPL, we are dedicated to continually improving our operations and ensuring that our approach to preventing or mitigating significant negative occupational health and safety impacts. To achieve this, we have implemented the following areas for improvement.

- Publication of a Toolbox Meeting Book.
- Initiation of weekly Safety Tips communication to all employees.
- Implementation of Zero Chemical Exposure Guidelines.
- Implementation of AIPSM (Asset Integration & Process Safety Management) program.
- Implementation of Preventive Site Safety Walk Guidelines.
- Implementation of Contractor Management Guidelines.
- Subscription to Legal Update third-party license.
- Safety programs to ensure participation from all employees.
- Safety Standstill for all employees to create awareness.
- Implementation of additional Engineering Controls: Fall protection at roof, installation of NRV at unloading point to restricts flow of material in one direction, Mechanical guard for conveyor machine, barricades for Scissor lift. Flange guard has been installed to avoid spill or flash of oils, Air pressure operated equipment's for Bunk tightening and Cap sealing activities.
- Additional Portable eye washers installed.
- Blind spot mirror installed to provide better view of spots with poor visibility.
- Electrical forklifts – 3 nos with warning lights on sideways and on rear, indicating safe distance.



These strategic focus on improvement reflects our commitment to maintaining a safe and healthy work environment for our stakeholders.

Training And Awareness On Health, Safety and Environment

Raj Petro is committed to fostering a culture of safety, health, and environmental (SHE) awareness within our workforce. To achieve this objective, our organization diligently organizes and implements a comprehensive training program that encompasses both external and internal training initiatives.

The SHE Department, a key component of our commitment to safety and environmental responsibility, is responsible for conducting internal training sessions. These sessions strictly adhere to the established Training Matrix Guidelines, ensuring a structured and targeted approach to skill development.

In the year 2023, Raj Petro dedicated 3,140 hours to SHE training. Topics covered include First Aid, Emergency Preparedness and Response, AIPSM Training, Accident/Incident Investigation, Chemical Safety & MSDS, Road/Transport Safety, and more.

This commitment to continuous learning and development not only strengthens our organizational resilience but also reinforces RPSPL's dedication to upholding the highest standards of safety, health, and environmental stewardship. As we invest in the knowledge and capabilities of our workforce, we strive to create a workplace that is not only productive but also safe, sustainable, and aligned with our broader corporate values.

SHE Training

3140
Hours

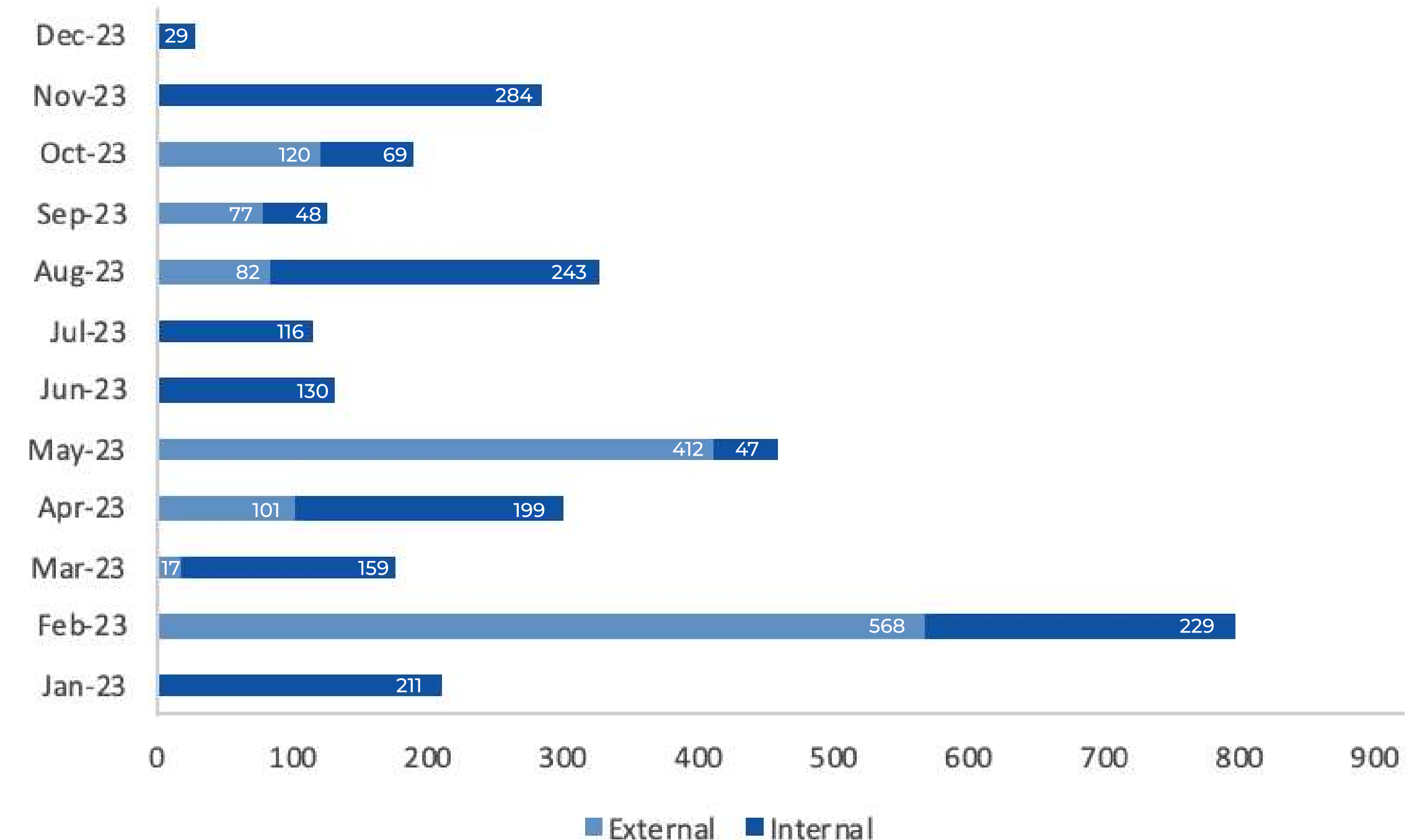
TOTAL HOURS OF SHE TRAINING

1377
Hours

TOTAL HOURS OF EXTERNAL
SHE TRAINING

1763
Hours

TOTAL HOURS OF INTERNAL
SHE TRAINING



Safety Training by Topics

	Hours
Safe Handling & Maintenance of Lab Equipment's	11.00
5 Golden rules to prevent exposure to chemicals	93.00
Accident/Incident Investigation	277.50
AIPSM Training	280.00
Behaviour Based Safety	128.00
Chemical Safety & MSDS	170.00
Confined Space	21.33
Electrical Safety	77.00
Fire Fighting	131.00
First Aid	585.50
Forklift Operation Awareness Training	50.00
General Safety Rules	40.75
HIRA	57.00
Job 7 & misload	11.50
Material handling	91.25
Occupational Health Hazard / Health & hygiene	25.00
PCB Training on regulations & OISD guidelines	10.50
Permit to work	30.00
Road / transport safety / Monsoon Safety	171.33
Security General Awareness Training	12.83
SIF	67.00
Slip, trip & fall hazards / Near Miss Reporting	38.67
Spill Awareness	155.33
TBT	36.00
Usage and Importance of PPE	108.00
Working at Height / Workplace Safety	30.67
Emergency Preparedness & Response	429.50

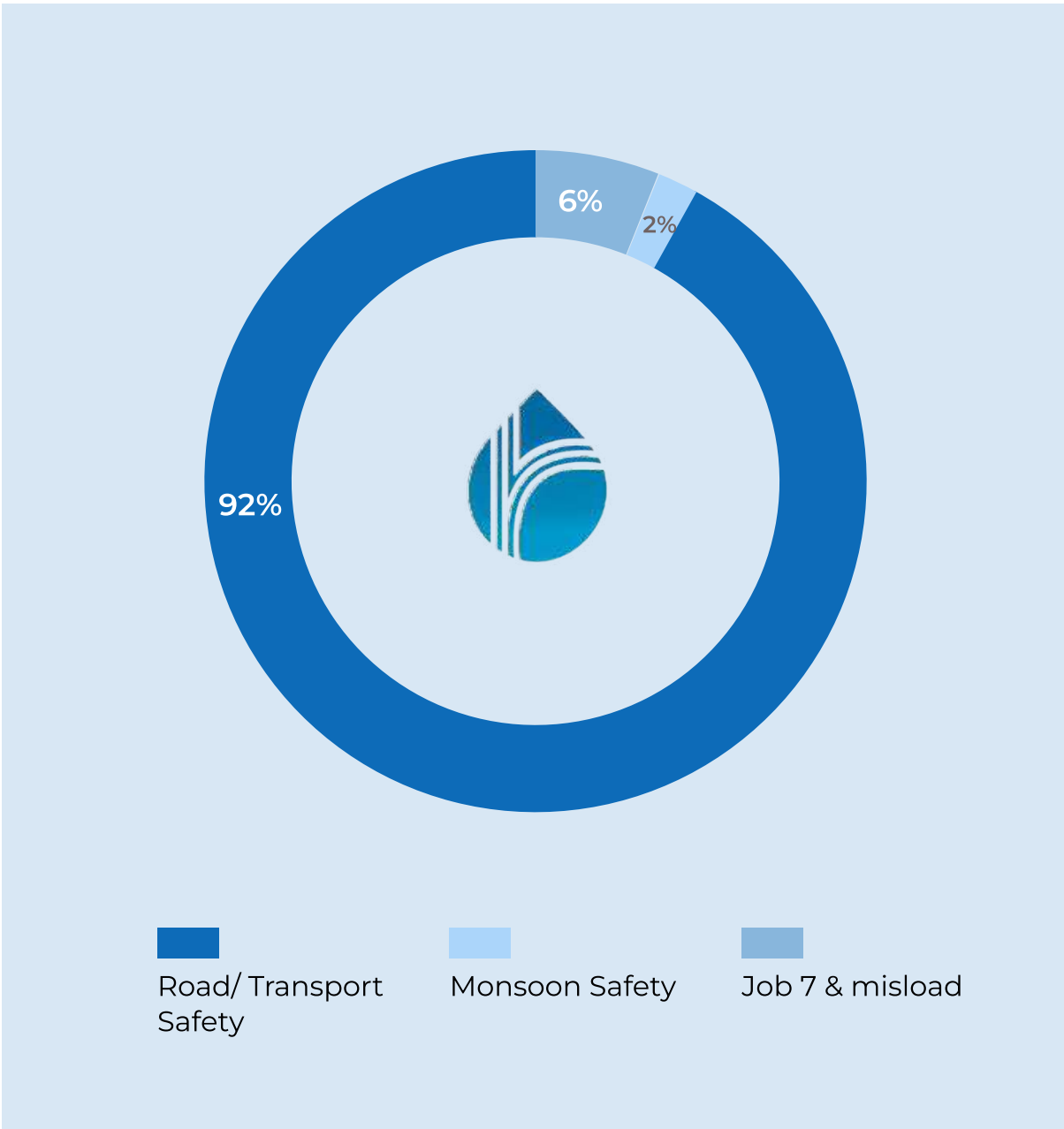


Transportation Safety

Reducing the inherent risks related to transportation requires the implementation of effective transport safety measures. Raj Petro is dedicated to continuously improving its road/transport safety procedures since it understands how important it is to keep a safe driving environment.

To enhance transport safety measures, Raj Petro is actively implementing advanced technological solutions for instantaneous insights into vehicle movements, enabling swift intervention in the event of any departures from safe practices. For instance, Raj has replaced three diesel forklifts with electrical forklifts with features of safety lights, forward lights, and flashing caution signals to avoid any incidents. Also, we have installed special lights on the backside of the fork truck which will give additional alert to the persons who are working in the 3-meter periphery of the fork truck operations, thereby ensuring the safety of people & operations. Additionally, the company conducts routine spot checks/audits to verify the effective functioning of safety equipment and adherence to established policies and procedures. Raj Petro ensures continuous monitoring of both its fleet and contracted vehicles through GPRS/VTS data, emphasizing a commitment to comprehensive safety standards.

In addition to technological advancements, Raj Petro places a strong emphasis on comprehensive training programs for its personnel. These programs cover not only the technical aspects of safe driving but also focus on fostering a safety-conscious mindset among drivers and other staff involved in road transport. Emphasis is placed on defensive driving techniques, awareness of potential hazards, and the importance of maintaining vehicles in optimal condition. In 2023, we have spent approximately 182 hours on road and transport-related training.



Raj Petro's commitment to road safety extends beyond its immediate operations. The company actively engages with its contracted transport partners to ensure alignment with rigorous safety standards. Regular communication and collaboration are integral to maintaining a collective commitment to safety across the entire transport network.

Continuous improvement is a key aspect of Raj Petro's road safety strategy. The company regularly reviews incident reports, analyzes near misses, and conducts thorough investigations to identify areas for improvement. This proactive approach allows Raj Petro to implement corrective actions swiftly and refine its road safety policies accordingly.

Through these concerted efforts, Raj Petro strives to create a culture of safety that extends throughout its entire road transport ecosystem. The goal is not only to meet regulatory requirements but to surpass them, ensuring the highest standards of road safety are upheld at all times.

Asset Integrity & Critical Incident Management

AT RPSPL we understand the importance of asset integrity and critical incident management. We adopt strong process safety practices to protect people, assets, and the environment. We employ a proactive approach to managing process safety through well-established programs covering safe operations, preventative maintenance, and asset integrity. We maintain a dedicated program aimed at assessing and monitoring process safety risks throughout our facilities.

There are no process safety incidents reported for the year 2023. As part of the Brenntag mandatory requirement we implemented AIPSM (Asset Integration & Process Safety Management) program. Asset integrity and process Safety Management Systems (AIPSM) bring all aspects of integrity together to ensure protection of people, the environment, and the operator from the consequences of failure. It also ensures compliance and optimises useful life.

Brenntag Self-Assessment Questionnaire (SAQ) - a global exercise for AIPSM kick-off - took place on January 9, 2023. Based on hazardous activities and the types of materials stored, with volumes at each site two locations from Raj Petro have been nominated for this program: Silvassa Manufacturing Plant and the Chennai Port Tank Terminal site.

A total of 20 elements from the Centre for Chemical Process Safety (CCPS) were considered for self-assessment. The CCPS defines process safety as a disciplined framework for managing the integrity of hazardous operating systems and processes by applying good design principles, engineering, and operating practices. Following the self-assessment, external assessments were conducted in May 2023. The assessor's team comprised Global QSHE, APAC QSHE, and a consultant appointed by Brenntag.

After the assessments, an action plan was formulated and completed several points with internal efforts. For significant action items requiring substantial resources, a Capex resource request was raised to Brenntag.

Additionally, we strive to achieve zero spills and encourage reporting to extract lessons that can prevent future incidents. Despite all our honest efforts, training initiatives, and existing control measures, seven minor oil spills occurred in 2023. Fortunately, these incidents had no major impact on the environment, as the volume was very low, and immediate cleanup measures were implemented.



Customer Health & Safety

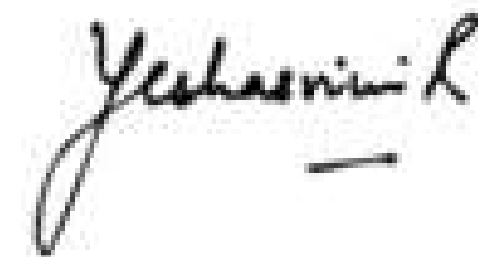
Our top priority is to ensure a safe and healthy environment for all stakeholders at Raj Petro, particularly our valued customers. We are committed to upholding stringent health and safety protocols within our operational premises, thereby minimizing the risk of accidents or any adverse health effects for our customers.

To reinforce our dedication to safety, we have communicated comprehensive safety guidelines(SDS) to our customers, specifically outlining proper handling procedures during the delivery of chemicals. Reflecting on the year 2023, we are pleased to report that our activities have had no significant negative impact on our customers.



This is to certify that Raj Petro Specialities P.Ltd. has successfully completed the assessment conducted by Great Place to Work® Institute, India, and is certified as a great workplace. Category: Mid-Size Organizations

This certificate is valid from Jan 2023 to Jan 2024.



Yeshasvini Ramaswamy
Chief Executive Officer
Great Place to Work® Institute, India

Employment Practices

Raj Petro nurtures a familial organizational culture that emphasizes values, beliefs, and attitudes, fostering enthusiasm and a goal-oriented mindset among employees. We prioritize respect for every employee's views, considering them vital contributors to our decision-making processes. Transparency in policies and compliances is a cornerstone of our employment practices, as we believe a content and satisfied workforce leads to increased productivity.

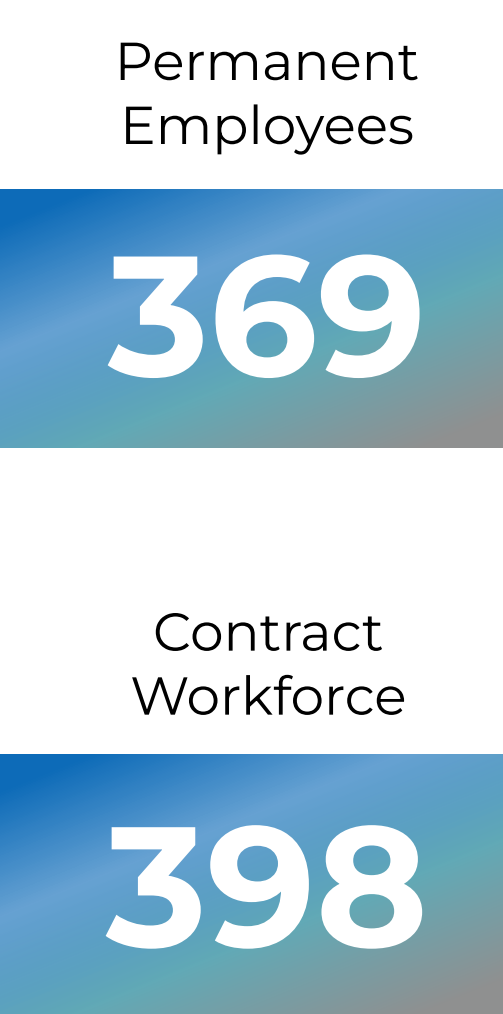
In our quest to become an employer of choice, we partnered with the GPTW Institute for an internal assessment, leading to our certification as a Great Place to Work. Valuable insights from our employees guide us, ensuring our continued status as an employer of choice.

Raj Petro places absolute trust in its employees and hence creates a positive and assertive work environment to enable them to have a complete sense of responsibility and enjoy their work as they aspire for positive career growth within the organization. The company provides its employees with various learning opportunities through relevant training and guidance. Several employee engagement activities keep them assertive and happy and imbibe in them a positive work environment outlook.

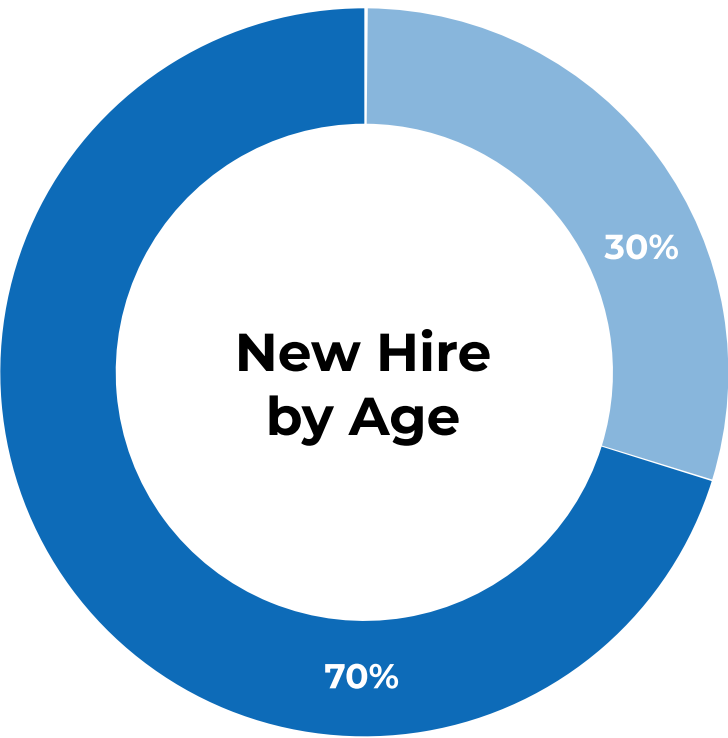
At Raj Petro, transparent communication is central to our employment practices. We've established a robust two-way communication system to actively engage employees in expressing their thoughts on working conditions. Utilizing surveys (Spark Survey, eNPS), suggestion boxes, and dedicated emails, we offer a platform for employees to voice their opinions, ensuring prompt response to their concerns. This proactive approach fosters a culture of open communication, enhancing engagement and contributing to continuous improvement in our work environment. Valuing every employee's input, we aim to create a positive and supportive workplace at Raj Petro.

Workforce

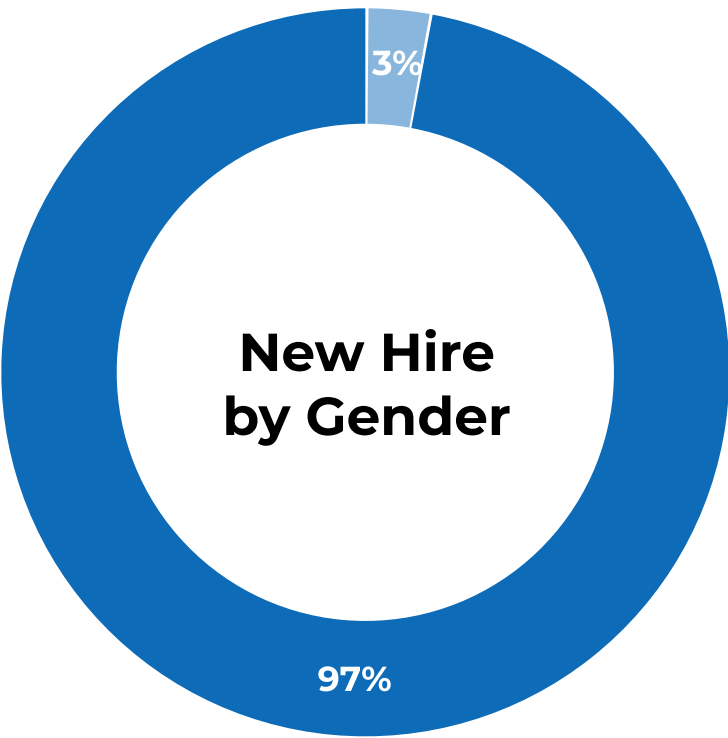
The average total number of Employees and contractors across all operations is around 767. The majority of the workforce is male, or 90% of all employees are men. 63% of senior management at significant locations of operation are hired from the local community. Raj Petro strictly prohibits forced or child labour, and it avoids working with employment agencies that are known to be making use of forced labour in their operations. Our hiring practices strictly abide by the applicable state and country labour laws. Raj Petro hired 33 new employees in 2023 and reported an attrition rate of 12.4% in 2023.



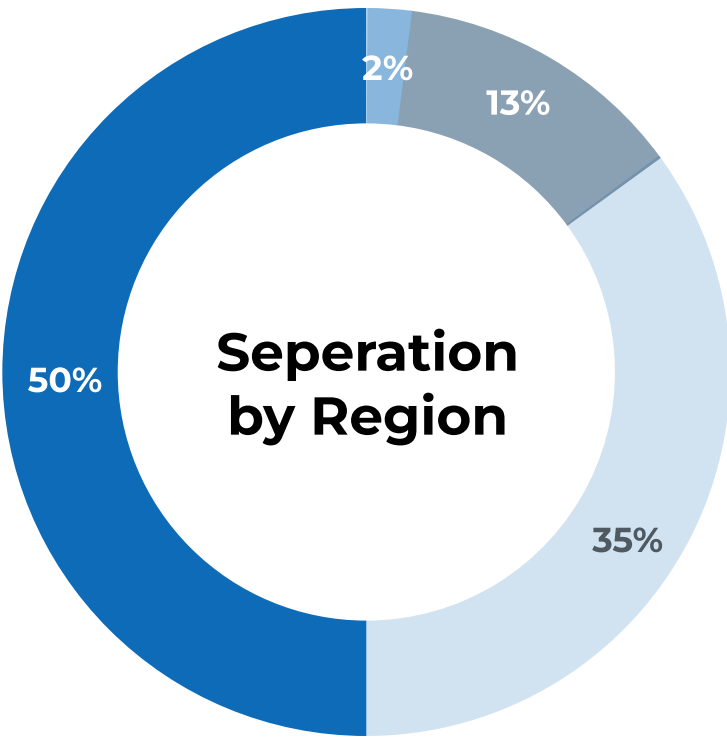
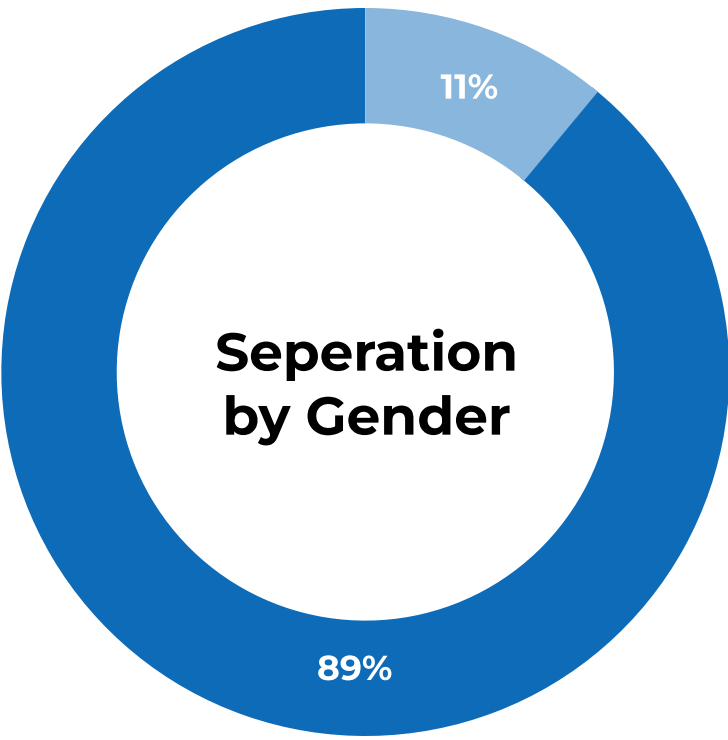
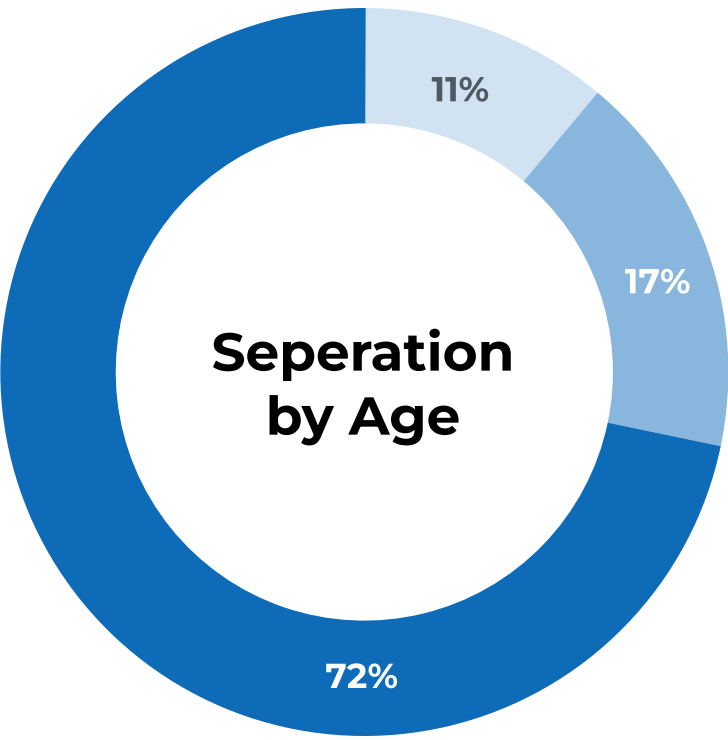
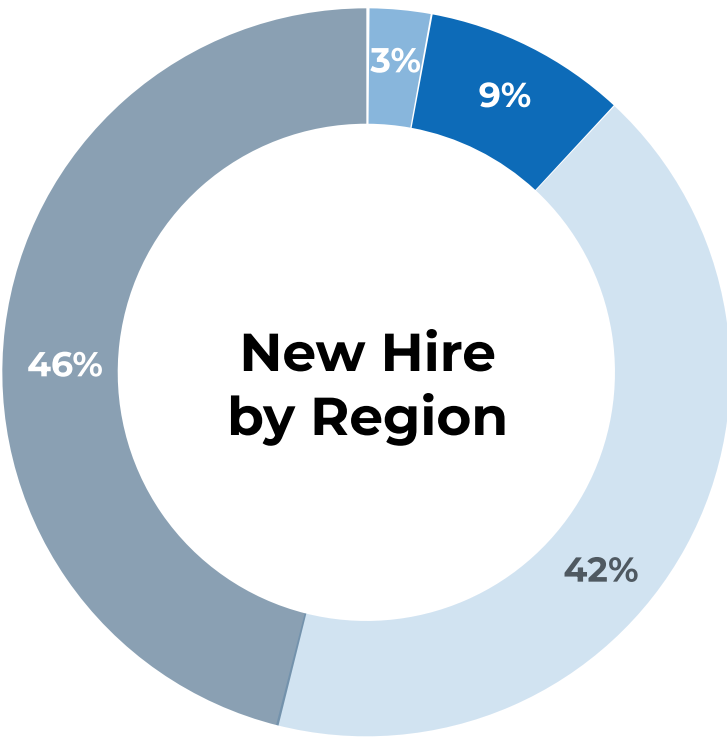
18-30 Years 30-50 Years >50 Years



Female Male



East North South West



Employee Turnover

Our Workforce Retention Strategies are anchored in meticulous hiring aligned with the Manpower plan and post-system approvals. Clear instruction and streamlined processes provide advanced notice and comprehensive support, minimizing layoffs and their negative impacts. This approach prioritizes employee well-being, cultivating a resilient workforce.

At Raj Petro, our policy mandates a notice period for any permanent employee voluntarily leaving the company. The duration varies based on the employee's grade and as outlined in standing orders for plant employees. The Human Resource Department issues a letter of acceptance specifying the notice period, ranging from two to three months, and clarifies whether work during this period is required. This transparent communication ensures employees are well-informed about employment issues and resignations.

Adhering to regional factory rules, the company observes minimum notification periods for operational changes. For organizational changes, Raj Petro follows an Internal procedure for Management of Change (MOC), aligning with regulatory requirements and reinforcing our commitment to effective communication and employee support.

Employment laws & Regulations

According to the Industrial Employment (Standing Orders) Act, three workmen representatives are elected for the purposes of bargaining collectively on behalf of any employee. Standing orders is certified by labour commissioner and is applicable to Manlai Plant, CPT and chennai office.

Employee Benefits

We believe that employee benefits are crucial for cultivating a motivated workforce. These benefits not only assist us in attracting highly talented individuals but also play a vital role in retaining those we consider valuable assets to our company. Employees enjoy the advantages of the RPSPL SHE Recognition Award program along with a comprehensive range of additional benefits.

In the year 2023, we organized a Comprehensive Holistic Health Check-Up Program in partnership with My Health Meter for office and sales staff. This checkup was available to all eligible employees free of charge and at a discounted price for their dependents. Other benefits include voluntary Health Promotion campaigns organized annually for the entire workforce, including contract employees. In 2023, Raj Petro also conducted a Zumba session under the wellness program.

During the same year, five employees took maternity leave in accordance with all applicable legal and regulatory requirements. Out of these five employees, four subsequently returned to work. The percentage of employees who took maternity and returned to work post leave period after their return was 80%.





Group Medical Insurance covering self, spouse, and two children (up to 25 years of age) for all permanent employees.



Personal Accident & Term Insurance, providing coverage for all permanent employees during their employment.



Long Service Award, recognizing the dedication of employees who achieve 5, 10, 15, 25, and 35 years of service with the organization.



Maternity leave up to 6.5 months as per the Maternity Benefit Act.



Uniforms, Company-branded T-shirts and jackets for all employees.



Work from home/flexi work options for employees based on their nature of work.



Bonus/ incentive programmes both monetary and in kind related to company performance.

LEAVE BENEFITS

Office Employees

Plant Employees

Annual Leave	15 Days	15 Days
Casual Leave	12 Days	07 Days
Sick Leave	12 Days	10 Days
Compensatory leave	Yes	Yes

Training & Development

RPSPL recognizes the importance of training and development for the growth and success of an organization. We offer both in-house, virtual programs and mentoring programs to ensure that our employees can acquire new knowledge, skills, and competencies necessary for personal and professional growth with a mandatory annual 12 hrs of training per employee. The company is committed to providing comprehensive learning and development opportunities to its staff, ranging from basic job-related training to advanced management and leadership development programs. RPSPL utilizes Cornerstone HR software to achieve its development goals and maintain records of Personnel Development Plans and Performance Improvement for proper management and professional development of employees.

In 2023, as part of the leadership Development, two days workshop on Leadership Development through strength-based culture was conducted for our LT members, DGM & above Cadre organised by ELZIX Foundation.

This program is specifically designed for LT members, DGM & above Cadre to groom them to the next level of leadership. It is a unique six months experiential learning program wherein the participants will be coached and mentored by Gallup certified coaches. This is a 6 months program, Strength based approach and works on the uniqueness of each leader closely by working on a one-to-one basis. 25 members were part of this coaching program.

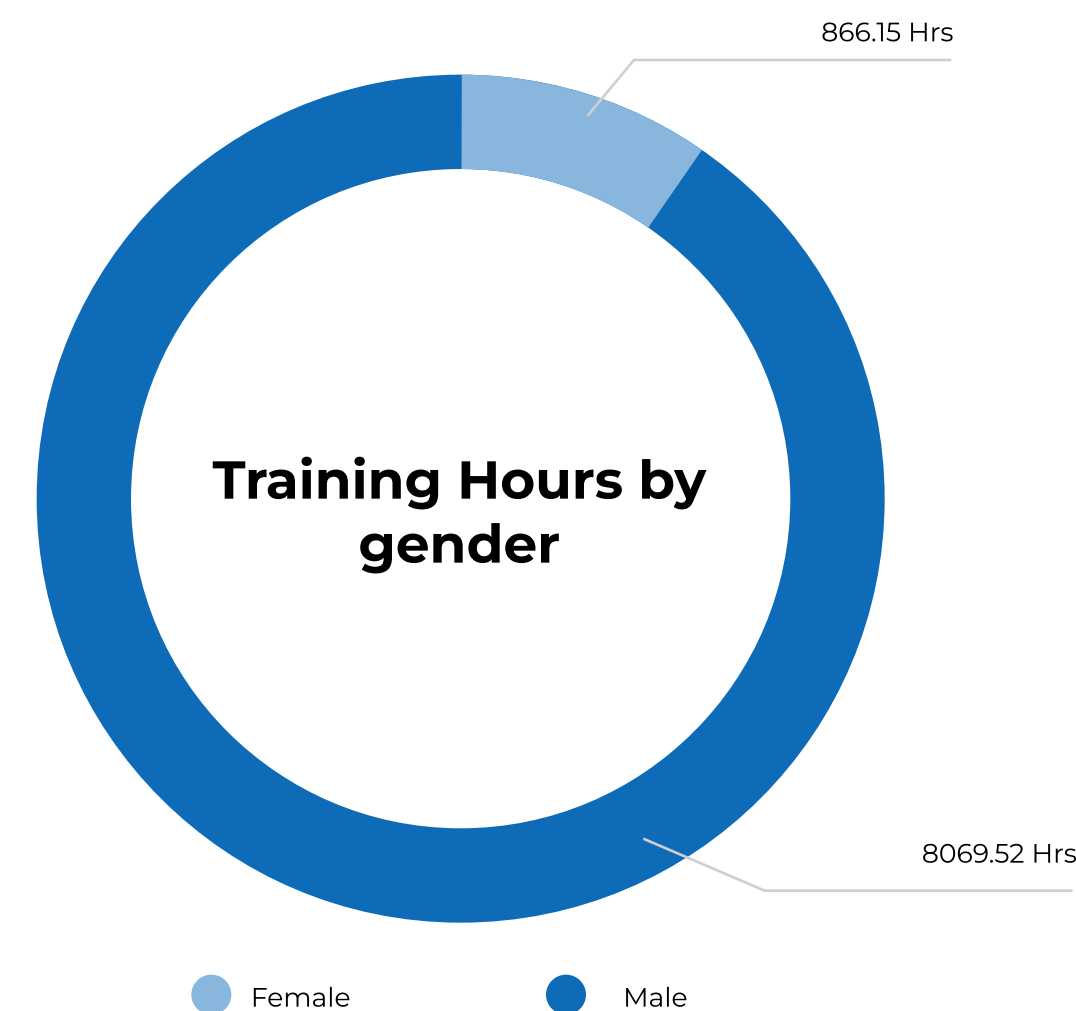
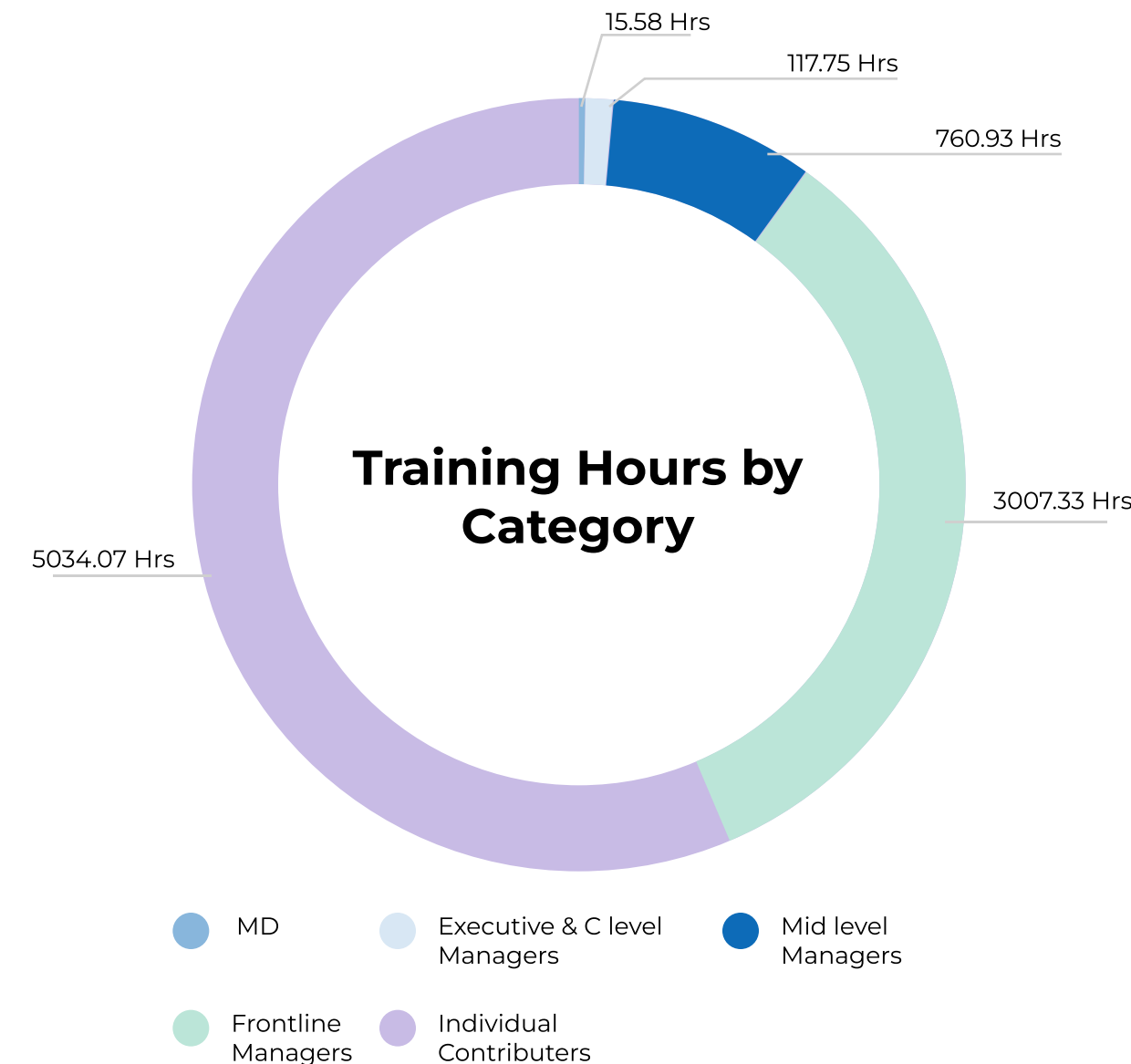
In view of enhancing employee skills as part of the specialized training needs, selected employees enrolled for IIM Lucknow Leadership Development program (3-day Programme) and successfully completed it.



Launchpad Program for Mentor & Mentees.

At Raj Petro, we prioritize the development of our talent through initiatives like the Launchpad Program. This program connects mentors with mentees and allocates targeted sessions focused on inspiration, listening, engagement and development. Monthly two sessions are organised for Mentor & Mentees. This program helps the mentees to learn through the experiences of the mentor by way of sharing.

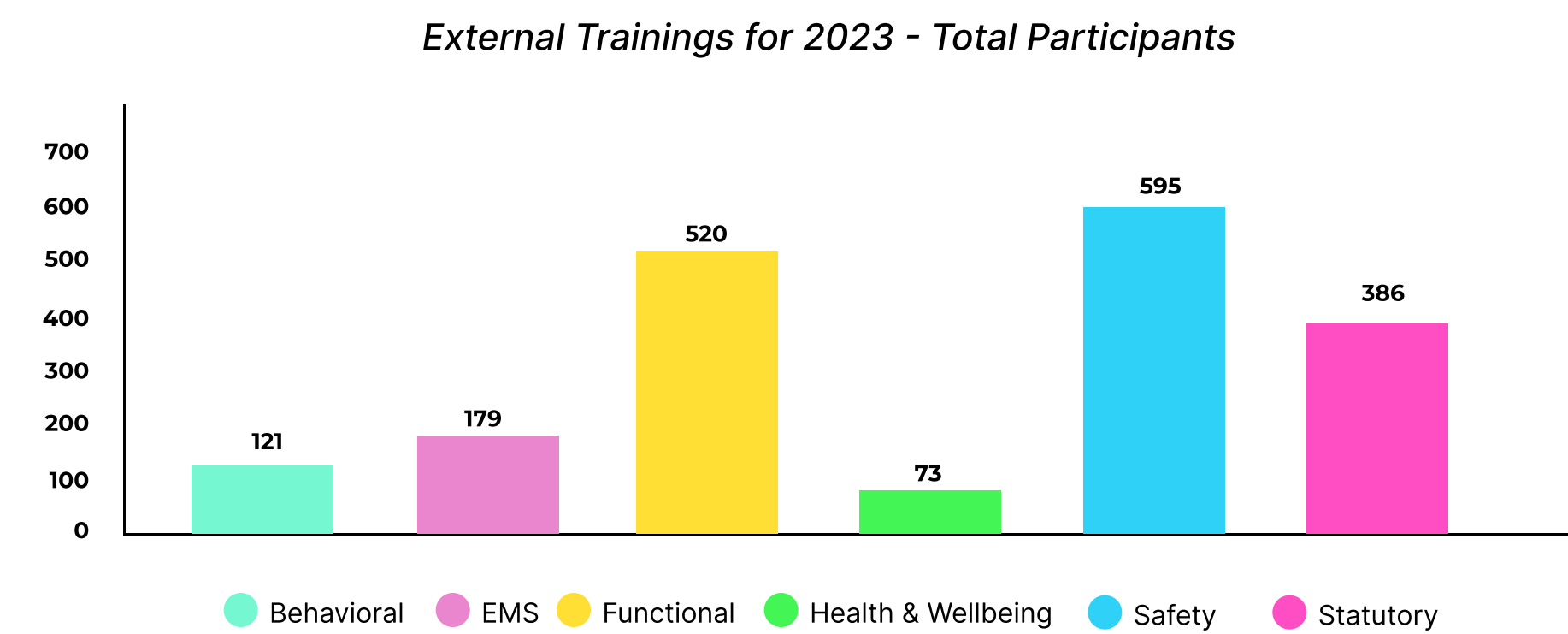
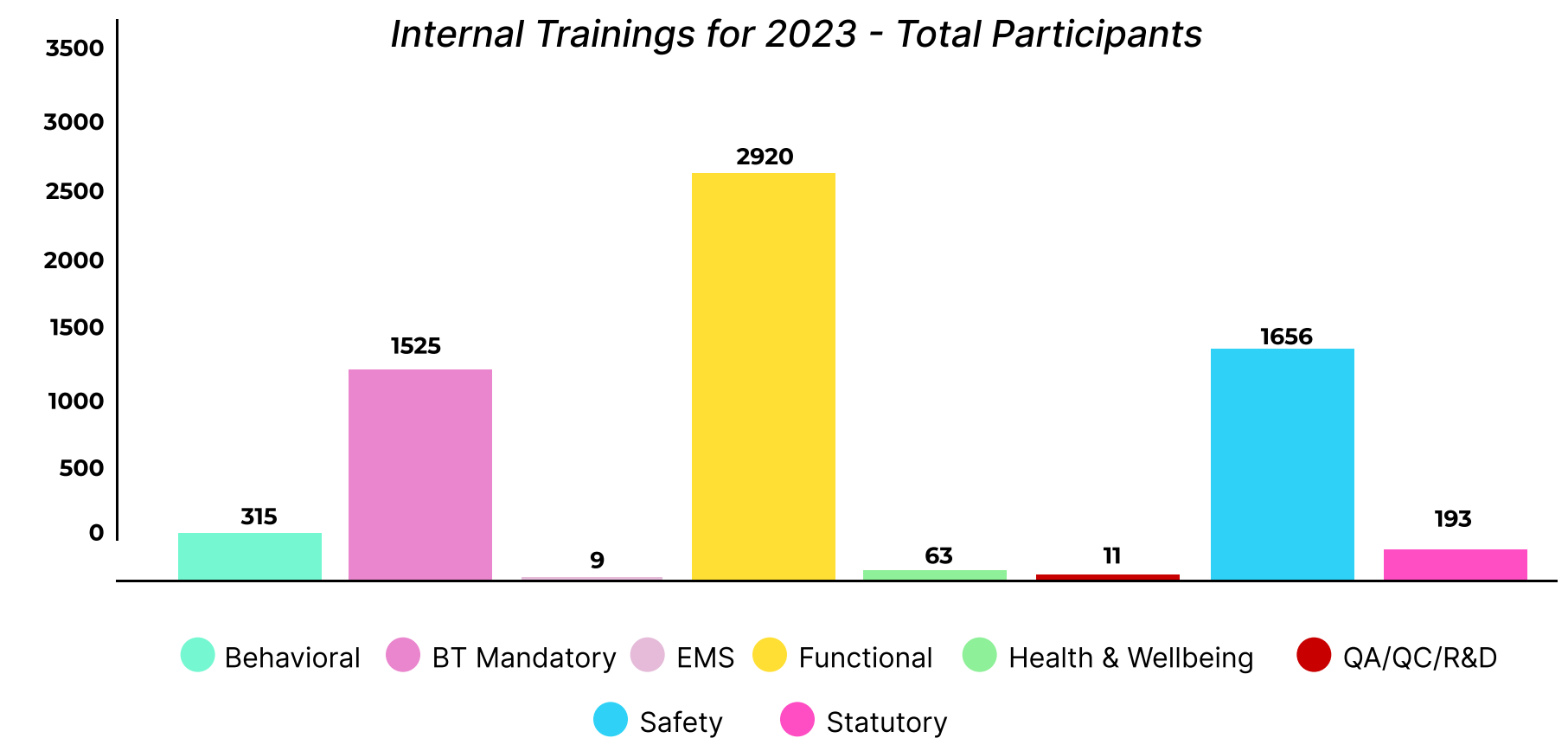
- Inspiring - Sessions by people who started as an intern and has grown with the mentorship are the touch point sessions and the programs for Mentor & Mentees.
- Listening - Session to understand feedback and resolve any issues with the program.
- Collaborating Fun session to improve teamwork and collaboration.
- Developing session - Training, development and career management.
- Speaking Session solely created to make sure the mentor spends time with their mentees and provides feedback for growth of the mentee.
- Video Shoots with Mentors & Mentees were conducted, where learning experience shared by them about their learning, key takeaways, expectation of the program.



Total Training Hours

8936 Hours

Average Training Hours / Employee

12 Hours

Diversity, Inclusion & Equal Opportunity

Diversity, inclusion, and equal opportunity are essential principles that form the foundation of a just and thriving society. Raj Petro, with a workforce of around 767 employees, is an equal opportunity employer that does not discriminate based on race, gender, ethnicity, age, religion, or socioeconomic background.

Inclusion involves more than just representation. It fosters an environment where everyone feels a sense of belonging and is empowered to contribute their unique perspectives. This is achieved through fair and unbiased hiring processes, where remuneration is decided solely on the basis of an individual's experience, education, and responsibilities.

The Company has taken bold steps to pay employees based on their skill set rather than their gender and to provide equal opportunities to all employees.

Additionally, flexible work arrangements, such as remote work options or flexible hours, are provided to support employees with diverse needs, including those with caregiving responsibilities. Equal opportunity is ensured so that every individual, regardless of their background, has unbiased access to resources, training, and the opportunity to reach their full potential within the organization.

Female to Male Ratio: 1:9



Women's development programs

At our company, we are committed to creating and maintaining a diverse, inclusive, and equitable workplace. To further this goal, our parent company has introduced a unique program exclusively for women, known as the 'Inspire and Grow-Global Mentoring Program for Women.' This program involves a 9-month long commitment between mentees and mentors, providing a platform to exchange advice on personal and professional development, office support, encouragement, constructive feedback, and more. Participating in this program will create opportunities for new ways of thinking, fresh perspectives, and approaches to our own ways of working. It will also allow us to expand our connections and network, strengthen our problem-solving and coaching skills, and ultimately gain a better understanding of both the formal and informal workings of the organization.



Grievance

A grievance mechanism is an essential tool to promote a positive workplace culture. It allows employees to raise their complaints and concerns in a timely and fair manner, while also promoting transparency, trust, and accountability. At Raj Petro, we have implemented a systematic grievance procedure for all employees to ensure that any grievances or areas of concern are addressed promptly. We have works committees at both plants that record any grievances, suggestion boxes at all locations, and a POSH Internal Complaint Committee (ICC) to address any POSH-related complaints received within the organization. We collect suggestions through suggestion boxes and email across all our operations. In the year 2023, we received one suggestion, and we are currently working on providing a suitable solution.

Human Rights

At the heart of our organization lies an unwavering commitment to human rights. We prioritize inclusivity, diversity, and respect, striving to create an environment that upholds the inherent dignity and equal rights of every individual. This commitment is integral to our corporate identity, ensuring the well-being and dignity of all connected to our operations. We have robust policies that covers prohibition of child labour, forced labour and any form of sexual harassment.

Monitoring of internal controls and the effectiveness of actions taken to prevent child labor, forced labor, and/or human trafficking are done at regular intervals. In the year 2023, no cases of forced labor, child labor, or human trafficking were recorded.

Social Dialogue

At Raj Petro, we currently do not have a functioning trade union. So in order to represent workers and provide their views on the standing orders provided by Raj Management, the Assistant Commissioner of Labour has elected three representatives from the workforce to express their views on the Model Standing Order at our Manali, CPT and Chennai offices.

Additionally, we conduct periodic works committee meetings that involve representatives from both employees and employers. This committee serves as a platform for ongoing dialogue and discussion on various workplace-related matters.

In compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013, we have established an Internal Complaints Committee (ICC) to address any complaints received at the organizational level from all facilities.

It's important to note that there has been one reported complaint against incidents of harassment, and the required measures have been taken in accordance with the law. We are committed to addressing employee concerns and ensuring a safe and respectful work environment for everyone.

Responsible Supply Chain

Raj Petro emerged victorious as 'The Resilient Supplier in Delivery' at the India Supplier Summit 2023, hosted by M/s GE Healthcare at the prestigious Sheraton Hotel, Bangalore. This triumph is the affirmation of our unwavering commitment to customer-centric excellence, ensuring the seamless delivery of 1000+ Products across 100+ countries even in the most critical of times.

In the dynamic landscape of the Petrochemical industry, the imperative to adopt responsible and sustainable supply chain practices has become increasingly paramount. Raj Petro recognised this importance and cultivated a responsible supply chain framework which extends beyond conventional operational considerations, encompassing ethical, social, and environmental dimensions.

Supplier Code of Conduct

In RPSPL, Supplier Code of Conduct stands as fundamental pillars in fostering ethical business practices. At Raj Petro, we make sure that our suppliers not only meet regulatory requirements and standards but also contribute to the overarching goals of sustainability, safety, and integrity. The code of conduct encompasses sustainable procurement program and policy.

Supplier Quality Management

Our commitment to Supplier Quality Management is governed by the process approach and the principle of continual improvement as outlined in ISO 9001. All our operations maintain ISO 9001 Certification for rigorous quality management and assurance. Employing robust management systems, meticulous inspections, and regular audits, we ensure unwavering compliance with the quality standards set for us and those we define internally. Through these proactive measures, our focus remains steadfast on elevating customer satisfaction and continually improving our service quality. Additionally, we proudly hold Halal & Kosher certification for our products, further attesting to our dedication to quality and adherence to diverse customer needs.



Sustainable Procurement Policy

Raj Petro Specialities Private Limited is committed to sustainability in all aspects of our business including our procurement practices. We are dedicated to collaborating with suppliers of varying sizes, ranging from multinational corporations to small and medium-sized enterprises (SMEs). The policy we are implementing will specifically target three crucial areas: environmental impact, social impact, and business ethics and this policy will help us to initiate, implement and inspire sustainable procurement practices throughout our supply chain.

The supplier assessment program ensures to assess the existing and new suppliers on their environmental, social and governance performance through an assessment questionnaire.

A pilot program was initiated in October 2023 with selected suppliers and training sessions were carried out providing basic understanding of the program and introduction to the assessment process and the outcomes of the program.

Internal team members from the procurement team were also trained on the assessment process and an SOP was set for ease of implementation.

Questionnaires were shared with the suppliers, and responses were recorded and evaluated. The pilot program gave us the understanding on the improvement areas that needs to be addressed before the program is rolled out to all the suppliers.

Supplier Assessment Strategy



Induction training for the suppliers briefing them on policy details and outcomes of the program.



Supplier Sustainability performance assessment questionnaire shared.



Supplier responds back with their responses and supporting document.



Received responses are evaluated and suppliers are rated as Best, Moderate and Poor based on their responses.

Reward System

BEST

Training and
suggestion for
improvement

MODERATE

Support programs
and workshops for
transition

POOR

Supplier Eligibility for Responsible Sourcing

- Environmental compliance: Certifications or accreditations like ISO 14001 for environmental management system and Energy Star for energy efficient products.
- Social commitments: Policies fostering fair labour practices, human rights, diversity and inclusivity throughout the supply chain. Forced labour, child labour and discrimination are strictly prohibited.
- Encouraging vendors to offer products made from recycled materials and incorporate energy saving technologies.
- Encounter assessments based on previous environmental and social performance. This includes evaluating factors like greenhouse emissions, water usage, waste generation etc.
- Suppliers are expected to highlight a strong commitment to innovation and continuous improvement in their sustainability policies and practices.
- Utilizing local or small business suppliers contribute to our social responsibility.
- Prioritize transparency and maintain periodic reporting of sustainability performance.
- Suppliers are expected to provide cost effective products that align with our sustainability goals.
- Sustainably sourced materials are encouraged and expected to adhere to relevant laws and regulations pertaining to environmental and social responsibility.



Implementation of sustainable procurement policy

- Questionnaires are prepared and sent to our suppliers to assess their sustainability practices. The questionnaire is set in a way to rate themselves on a scale of 0-5 based on their environment and social impact.
- Based on the response received, they are classified into 3 categories: Best, Moderate and Poor. Suppliers classified under best will be given preference on future procurement decisions, whereas suppliers classified as moderate and poor are provided with training to improve their sustainability practices.
- With the data collected from the questionnaire, training programs are developed for suppliers on sustainable procurement practices.

- Progress of our suppliers are regularly monitored and additional support is provided for improvement.

No individual within our supply chain should endure any form of child labor, forced labor, slavery, or human trafficking. In our commitment to mitigate the risk of such violations, we mandate that our supplier partners adhere to strict obligations in compliance with all applicable laws. This directive is explicitly outlined in our Code of Conduct for Suppliers and Customers, along with a Statement of Compatibility for Vendors, reinforcing our commitment to upholding human rights across our business operations.

Governance

The Managing Director (MD) of Raj Petro is the highest authority responsible for the development, implementation, monitoring, and reporting of sustainability initiatives across the organization. A corporate-level Sustainability Committee has also been established to ensure robust governance of the framework. The committee is a robust two-tier setup with a Tier I committee comprising members from the leadership team who will help strategize and focus Raj Petro's efforts and a Tier II committee comprising executive managers from cross-functional departments to implement the same.

The Tier 1 committee meets quarterly and Tier 2 committee meets every 6 weeks and provides insights and recommendations to the MD on activities and policies relevant to integrating sustainability across the organization and beyond.

Sustainability Committee (Leadership) TIER-1



Archana Charte
(Director - HR)
(Chairperson)



Chaitanya Anjaria
(Director- Purchase)



Prakash Subramanian
(Sr Director – Finance)

Sustainability Committee (Executive) TIER-2



Dadasaheb Desai
DGM - QSHE



Rajeev Athanikar
GM - Operations & Projects



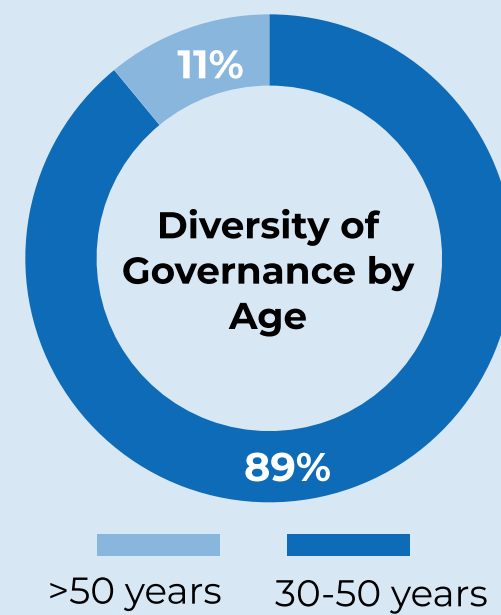
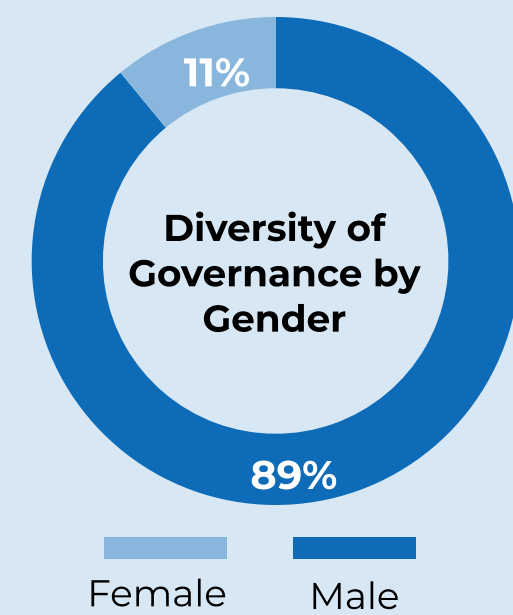
Rajasekhar Chekkara
Sr. Manager - QA & R&D



Vidit Kumar Singh
Plant Head - Silvassa



Ashokkumar M
Plant Head - Manali



Responsibilities of Leadership Committee

- Establish policy on the three pillars, ESG
- Periodical review on the Sustainability Roadmap
- Incorporation of ESG along with Business Strategies
- Managing and Reviewing performance of targets and KPI on ESG metrics
- Decisions on ESG related issues

Responsibilities of Executive Committee

- Performing the Materiality Assessment
- Identification of Risks and Opportunities related to ESG
- Planning & Execution of Sustainability related Projects
- Engagement with stakeholders
- Adherence to National & International ESG Standards
- Creating awareness among employees
- Prepare, Review and Publish ESG reports

Code of Business Conduct & Ethics

Our Code of Business Conduct and Ethics outlines the fundamental principles guiding our operations, aiming to foster lawful, ethical, and responsible behaviors among all employees. It underscores our commitment to conducting business with the utmost ethics, reliability, transparency, and consideration for social responsibility, occupational safety, and environmental protection.

Compliance with our Code of Business Conduct is the responsibility of each employee and a condition for ongoing employment. Employees are required to undergo annual refresher training to review and fully understand the Code of Business Conduct. In 2023, 399 stakeholders are trained on COC.

POSH Policy

At Raj Petro, we classify sexual harassment as gross misconduct under our service rules and applicable laws, and we take appropriate action accordingly. It is essential for employees to treat their colleagues and third parties with complete fairness, respect, and dignity, acknowledging that their behavior reflects on the company and can impact its reputation. Any complaints received will be handled and addressed by the internal complaint committee following the POSH guidelines, with a commitment to protecting individuals against retaliation for reporting such incidents. Awareness training on harassment issues is given to all employees followed by annual refresher training. In 2023, 377 participants attended the POSH Annual training.

Anti-Corruption & Anti-Bribery Policy

It is important for Raj Petro that we operate ethically and transparently. We strictly prohibit engagement in bribery or corruption for business advantages, mandating employees to refrain from any behavior contrary to the law. This includes avoiding improper incentives to public officials, candidates, government representatives, or business partners to influence decisions, induce unlawful actions, secure advantages, or misuse influence for business gains. Employees are forbidden from exerting unlawful influence, and any doubt should prompt consultation with supervisors or the Regional Compliance Manager. Raj Petro emphasizes transparency and justifiability in sponsoring, donations, and charitable contributions, ensuring adherence to domestic law and refraining from political contributions. As of date, we do not have any cases of corruption/bribery. In 2023, 100 % of employees are trained on Anti-Corruption & Anti-Bribery Policy.

Whistleblowing Policy

Our dedication to integrity is upheld through a culture that values openness, honesty, and transparency. The Whistleblowing Policy promotes a climate where employees feel encouraged to report any concerns related to unethical behavior within our business. The policy ensures confidentiality and safeguards individuals who come forward in good faith from any form of retaliation. Employees can raise concerns through various channels, including Web form/hotline or reporting information to a contact person. In 2023, no one reported any whistleblowing cases.

100%

Stakeholders trained on Code of Conduct

100%

Employees trained on Anti-Corruption & Anti-Bribery policies

0

Cases of corruption / bribery recorded

100%

People trained on POSH

Corporate Social Responsibility

At Raj Petro, we prioritize community harmony through strategic investments in critical areas such as education, water and sanitation, infrastructure development, healthcare, afforestation, and providing aid following natural disasters. Our commitment to strategic alignment and continuous community engagement has allowed us to establish social value for our company.

In 2023, our CSR investment totaled ₹1.8 crores, reinforcing our commitment to sustainable community development.

In education, we strive to ensure equal access to quality education. Partnering with NGOs, we implement targeted programs, provide infrastructure, and conduct teacher training. Noteworthy contributions include training programs for dyslexic students, distribution of remediation kits, and the provision of smart classrooms and resource rooms. We've constructed classrooms, built toilets for WASH facilities, supported orphaned children, and enhanced accessibility for students with special needs.

In healthcare, we addressed critical needs by providing Dialysis machines to a center in Porur, offering this vital service at no cost. Furthermore, we supplied an Inhaled Nitric Oxide delivery device to Child Trust Hospital for treating pulmonary hypertension in newborns.

In agriculture, our focus on supporting women farmers involves creating direct selling opportunities through network establishment. We prioritize climate-smart agriculture, offering support, access to testing labs, and constructing toilets for improved rural sanitation.

These initiatives underscore our dedication to positive impacts on education, healthcare, and agriculture, promoting sustainability and well-being within the communities we serve.



₹ 1.8 Cr total CSR Spends



Impacted the lives of more than

90,000

Students on their educational journey both directly and indirectly through our CSR programs directed towards improving access to education.



Impacted the lives of more than

100

patients in diagnosis and treatment of cancer. Supported with free of cost treatments like dialysis and other such critical treatments.



Impacted the lives of more than

2,500

Women in improving their livelihood, providing equal opportunity for empowerment and bringing out of poverty.

SDG Contribution

In an era where global challenges demand collective action, our company has embraced a forward-thinking approach to integrate sustainability into our core business strategies. The Sustainable Development Goals, established by the United Nations, provide a universal call to action to end poverty, protect the planet, and ensure prosperity for all. By incorporating the SDGs into our business practices, we aim not only to fulfill our corporate responsibility but also to create long-term value for our stakeholders, mitigate risks, and identify opportunities for innovation and growth. We have mapped our contributions to the various categories of SDG's we are aligned to.

1 NO POVERTY



- Creating jobs, providing apprenticeships, purchasing from local suppliers, paying taxes, and complying with tax laws enable economic and social development.
- Working with NGOs and investing in community programs to help improve the livelihoods of women farmers and enable rural women entrepreneurs with a wide range of skill development opportunities, access to capital and support to have more control over their personal and professional lives.

4 QUALITY EDUCATION



- Investing in employee learning and developing skills and talents.
- Engaging in CSR activities in the education sector through programs, infrastructure development, teacher training, and community involvement.

3 GOOD HEALTH AND WELL-BEING



- Having a focus on safety as part of our core values with a goal of zero accidents and incidents in all our operations.
- Having a commitment and policy on Health, Safety, and the Environment designed to help protect people and the environment.
- Assessing and managing potential health impacts of our activities.
- Through a combination of targeted CSR programs, advocacy, and partnerships, we are determined to create lasting positive change and contribute significantly to SDG 3.

5 GENDER EQUALITY



- Providing equal opportunity in recruitment, career development, promotion, training and rewards.
- Offering flexible working arrangements.

SDG Contribution

6

CLEAN WATER
AND SANITATION



- Having a commitment and policy to protect water resources, reduce, reserve, and reuse freshwater, while complying with government regulations, adopting best practices, and actively engaging our stakeholders.
- Treating all wastewater generated to meet quality standards and reutilizing it for toilet flushing and gardening.
- Recharging groundwater through rainwater harvesting.

8


DECENT WORK AND
ECONOMIC GROWTH



- Respecting human rights in all aspects of doing business.
- Creating jobs and providing equal opportunities in recruitment, career development, promotion, training, and rewards.
- Paying taxes and complying with tax laws.
- Providing good and safe working conditions with the goal of doing no harm to people; our aim is zero accidents and incidents in all our operations.
- Buying locally and encouraging local suppliers.

7

AFFORDABLE AND
CLEAN ENERGY



- Investing in renewable energy through PPA's.
- Working to improve the energy efficiency of our facilities.

9

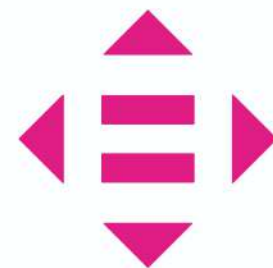
INDUSTRY, INNOVATION
AND INFRASTRUCTURE



- Setting objectives to conduct a Life Cycle Assessment (LCA) of products to understand the carbon intensity profile of our product range and identifying eco-friendly alternatives for existing raw materials and products.
- Buying locally and encouraging local suppliers.

SDG Contribution

10 REDUCED INEQUALITIES



- Providing equal opportunities in recruitment, career development, promotion, training, and rewards.
- Paying taxes and committing to tax compliance.

13 CLIMATE ACTION



- Setting a target to become a net-zero emissions business by 2045.
- Decarbonisation Initiatives taken up.

12 RESPONSIBLE CONSUMPTION AND PRODUCTION



- Having a commitment and policy on Safety, Health, and Environment (SHE) designed to help protect people and the environment.
- Setting an ambition to reduce waste.
- Having a commitment and policy to protect water resources, reduce, reserve, and reuse freshwater, complying with government regulations, adopting best practices, and actively engaging with our stakeholders.

16 PEACE, JUSTICE AND STRONG INSTITUTIONS



- Ensuring that our business principles, code of business conduct, and ethics describe how we uphold our core values of transparency, responsibility, integrity, and collaboration, and ensuring that they are understood and applied.
- Having a clear policy on anti-bribery and corruption, including zero tolerance for bribes in any form.

Assurance Statement

In ensuring the accuracy and reliability of our sustainability report for the reporting period January 2023 to December 2023, Raj Petro Specialities Private Limited has undertaken a rigorous internal assurance process. Our dedicated process owners within the organization have meticulously reviewed and verified the data, aligning with the Global Reporting Initiative (GRI) Standards. Furthermore, to enhance the robustness of our reporting, we engaged an external consulting partner with expertise in sustainability reporting. Their independent review served as an additional layer of validation, contributing to the credibility of our sustainability disclosures. The combination of internal checks and the external review reinforces our commitment to transparency and accountability in presenting accurate information regarding our economic, environmental, and social impacts. This assurance statement affirms that, to the best of our knowledge, the sustainability report of RPSPL is a reliable representation of our sustainability performance.

The GHG protocol standard was adopted to calculate the Scope 1, Scope 2 and Scope 3 emissions across the different facilities of Raj Petro. As per GRI and GHG protocol, the assets of Raj Petro have been classified as Operational Control and Financial Control. For the purpose of GHG accounting, facilities classified under operational control have been disclosed in this report.



Abbreviations

ALARP	As Low As Reasonably Practicable
CAPA	Corrective and Preventive action
CCF	Corporate Carbon Footprint
CCTV	Closed-circuit television
CH4	Methane
CO2	Carbon Dioxide
CO2e	CO2 equivalents
CPCB	Central Pollution Control Board
CPT	Chennai Port Terminal
CSE	Confined Space Entry
CSR	Corporate Social Responsibility
DGM	Deputy General Manager
E & M	Engineering & Maintenance
eNPS	Employee net promoter score
EPR	Employee net promoter score
ERP	Emergency Response Plan
ETP	Effluent Treatment Plant
EV	Electric Vehicle
FLT Operator	Forklift Operator
FY	For the year
GHG Emissions	Green House Gas Emissions
GJ	Giga Joule
GM	General Manager
GoOs	Guarantees of Origin

Govt.	Government
GPRS	General Packet Radio Service
GRI	Global Reporting Initiative
GWP	Global Warming Potential
HFCs	Hydrofluorocarbons
HIPOs	High Potential Employees
HR	Human Resource
IIM	Indian Institute of Management
IMS Manual	Integrated Management System Manual
NF3	Nitrogen trifluoride
IT	Information Technology
KLD	Kilo Litres per day
KPIs	Key Performance Indicators
KW	Kilo Watt
LDO	Light Diesel Oil
LEDs	Light-emitting diode
LOTO	Lock Out Tag Out
LT	Leadership Team
MD	Managing Director
MJ	Mega Joule
MT	Metric Ton
N2O	Nitrous oxide
NABL	National Accreditation Board for Testing and Calibration Laboratories
ISO	International Organization for Standardization

NGOs	Non-Governmental Organisation
O&G	Oil & Gas
OHS	Occupational Health & Safety
PAN	Permanent Account Number
PFCs	Perfluorocarbons
PNG	Piped Natural Gas
POSH	Prevention of Sexual Harassment
PPM	People Performance Management
QC	Quality Control
R&D	Research & Development
RCA	Root Cause Analysis
RPSPL	Raj Petro Specialities Private Limited
SDG	Sustainable Development Goals
SBU	Strategic Business Unit
SF6	Sulphur hexafluoride
SHE	Safety, Health & Environment
SMETA	Sedex Members Ethical Trade Audit
STP	Sewage Treatment Plant
tCO2e	tonnes (t) of carbon dioxide (CO2) equivalent
TN	Tamil Nadu
VTS	Vessel traffic services

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