

**ROAD SAFETY POLICY**

Quality Austria Central Asia Pvt. Ltd is committed to conducting business at all sites across the country with zero tolerance on road safety to achieve zero road incidents, ensuring implementation of following road safety guidelines by creating awareness, providing proper education, training and toolbox talk to employees and for both company-owned vehicle drivers and leased vehicle drivers.

**Road Safety Guidelines:**

1. Driver should have in possession of a Valid Driving License.
2. Always follow traffic rules road safety signs and guidelines on vehicle fitness.
3. Inspect your vehicle before starting your journey (Check fuel, oil, water/ coolant and tire conditions, unidentified objects etc.)
4. Before resuming duty, the driver should be well-rested, medically fit and not under the influence of alcohol and drugs which may cause drowsiness.
5. Drive to ensure that all occupant including rear seat passengers and himself have fastened their seat belts.
6. The driver must restrict to speed limit displayed on the highway but in no case, it should exceed the speed of 80 Kmph, 30 Kmph while driving near villages, 25 KM/H when passing body troops, police or workmen engaged in road repairs and 15kmph in ROW.
7. Do not overtake another vehicle at the turning point and where sufficient road clearance is not visible.
8. Driver and passengers should be on time at the designed place for the journey to reach the office/ workplace on time.
9. Passengers should not distract the driver from his concentration, not behave to endanger the vehicle's safety to its occupants, and alert/ caution the driver when driving unsafely.
10. Never leave your vehicle unattended with the running engine.
11. Always respect pedestrians Stop before the "Zebra Line" at the crossing, and be polite to all pedestrians.
12. Be vigilant to the unexpected hazards presented by children on road.
13. For safe driving 2 car distances must be kept in cities and car distances must be kept on highways between two vehicles.
14. Lessons from various incidents should be discussed in a Tool Box Talk.
15. Driver should not use headphones or earphones while driving.
16. Driver should not eat, drink or light a cigarette while driving.
17. Stop the vehicle in a safe position away from the road before using a mobile.
18. Drivers should not honk near hospitals and schools.
19. Do not honk unnecessarily while driving.
20. Ensure registration certificate, insurance and pollution certificate are always kept with the driver.

Noida, 22<sup>nd</sup> March 2023



**Pankaj Rai**

**Managing Director**