



BURRAQ MOVERS & FREIGHT INT'L

PERSONAL PROTECTIVE EQUIPMENT POLICY (PPE)

1. Purpose

Company is committed to providing a safe and healthy work environment for its employees. This Personal Protective Equipment (PPE) Policy is established to outline the guidelines and procedures for the selection, use, maintenance, and disposal of PPE to mitigate occupational hazards and ensure the well-being of our workforce.

2. Scope

This policy applies to all Company employees, contractors, and visitors who may be exposed to occupational hazards requiring the use of PPE. The policy covers a range of PPE, including but not limited to, eye protection, hearing protection, respiratory protection, hand protection, and head protection.

3. Policy Statement

All employees have a duty to take reasonable steps to ensure that they do not place themselves or others at risk of harm. They are also expected to co-operate fully with the company in complying with any procedures that may be introduced as a measure to protect the safety and wellbeing of our staff and visitors. All employees/workers are responsible to;

- Properly wear and use the provided PPE in accordance with training and instructions.
- Inspect and maintain their PPE regularly, reporting any defects or issues promptly.
- Attend required training on PPE usage and adhere to safe work practices.
- Seek guidance from supervisors or the Safety Officer if unsure about the appropriate PPE for a task.

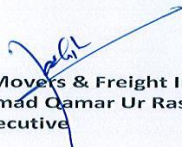
All PPE issued will be recorded and dated to the individual so that records can be maintained as to what equipment was issued, the reason for issue and the frequency of replacement. PPE should be issued through supervisory staff who will ensure that records are maintained for their own staff.

So far as is reasonably practicable, the company will ensure that our workforce is involved in the selection process of the equipment to ensure maximum personal comfort. PPE will be selected on its suitability for its intended use, effectiveness, comfort level and durability. When required, training will be given, including demonstration of the equipment in use if appropriate to ensure it is fitted and worn as the manufacturer intends it. When training is given, it will be recorded.

In the event of equipment becoming damaged, it should be reported by the user, to the manager and a replacement arranged. Faulty PPE is sometimes worse than no PPE because it can give a false sense of protection.

Company will establish hygiene and sanitation protocols for PPE to prevent the spread of contaminants. This includes providing facilities for cleaning and storing PPE, especially items that come into direct contact with the body. Employees are expected to follow these protocols diligently.

Compliance with this PPE Policy is mandatory for all employees, and non-compliance may result in disciplinary action. Supervisors and the Safety Officer will monitor and enforce the proper use of PPE. Continuous evaluation and feedback will be provided to ensure ongoing adherence.


Burraq Movers & Freight Int'l
Muhammad Qamar Ur Rashid
Chief Executive