



ATNIS Health & Safety Policy

ATNIS is committed to ensuring a safe and healthy working environment through proactive risk management and shared responsibility .





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Introduction

ATNIS is committed to ensuring a safe, healthy, and secure working environment for all employees, contractors, clients, and visitors. We recognize that our operations ranging from enterprise networking to data center environments require strict adherence to health and safety standards.

Our goal is to prevent workplace injuries, illnesses, and incidents by proactively managing risks and **promoting a culture of safety across all levels of the organization.**

Scope

This policy applies to:

- All ATNIS employees.
- Contractors and third-party vendors.
- Clients and visitors at ATNIS workplaces and project sites.

Including:

- Offices.
- Data centers.
- Client locations.
- Remote and field operations.





Responsibilities

Management

- Ensure compliance with all applicable health and safety laws and regulations.
- Provide safe systems of work and necessary safety equipment.
- Conduct regular risk assessments and safety audits.
- Promote continuous improvement in health and safety practices.

Employees

- Follow all health and safety procedures and guidelines.
- Use equipment and protective gear responsibly.
- Report hazards, unsafe conditions, or incidents immediately.
- Participate in training and awareness programs.

Contractors & Vendors

- Adhere to ATNIS health and safety standards.
- Ensure their personnel are trained and compliant.
- Report any risks or incidents during project execution.

Key Safety Principles

ATNIS is committed to:

- Risk Prevention: Identifying and mitigating hazards before they cause harm.
- Safe Work Practices: Establishing clear procedures for all operations.
- Training & Awareness: Providing regular safety training programs.
- Continuous Monitoring: Conducting inspections and audits.
- Incident Reporting: Encouraging transparent and timely reporting.



Workplace Safety Measures

General Office Safety

- Maintain clean and organized workspaces.
- Ensure proper ergonomics for workstations.
- Keep emergency exits clear and accessible.

Data Center & Technical Environments

- Follow access control protocols.
- Adhere to electrical and equipment safety standards.
- Use appropriate Personal Protective Equipment (PPE) where required.
- Avoid unauthorized handling of critical infrastructure.

Security and Confidentiality

- Conduct pre-task risk assessments.
- Follow site-specific safety requirements.
- Ensure safe handling of tools, cables, and equipment.
- Comply with client safety policies.

Emergency Procedures

ATNIS ensures that all employees are aware of emergency protocols, including:

- Fire safety and evacuation procedures.
- First aid response.
- Emergency contact reporting.
- Incident escalation processes.

Emergency exits, fire extinguishers, and first aid kits must be clearly marked and accessible at all times.

Incident Reporting & Investigation

All accidents, near misses, and unsafe conditions must be reported immediately to management.

ATNIS will:

- Investigate incidents promptly.
- Identify root causes.
- Implement corrective and preventive actions.
- Maintain proper documentation.



Training & Compliance

- Mandatory health and safety training for all employees.
- Role-specific safety training for technical and field staff.
- Regular refresher sessions.
- Compliance with local and international safety standards.

Continuous Improvement

ATNIS is committed to continuously improving its health and safety performance by:

- Reviewing policies regularly.
- Monitoring safety metrics.
- Encouraging employee feedback.
- Implementing best industry practices.

Use of Personal Data

Personal Data may be used for:

- Service delivery and business operations.
- Contract management and customer support.
- Human resource management.
- Legal and regulatory compliance.
- Risk management and fraud prevention.
- Improvement of services, systems, and user experience.

Policy Enforcement

Failure to comply with this policy may result in disciplinary action, up to and including termination of employment or contract.

Approval

This policy is approved by the management of ATNIS and is effective immediately. It will be reviewed periodically to ensure its relevance and effectiveness.

Conclusion:

ATNIS is committed to maintaining the highest standards of health and safety across all its operations. The organization recognizes that a safe working environment is essential for employee well-being, operational efficiency, and long-term success.

All employees, contractors, and stakeholders share the responsibility of upholding this policy and contributing to a culture of safety.

By adhering to established procedures and proactively identifying risks, ATNIS aims to prevent incidents and ensure a secure workplace for everyone.

This policy reflects ATNIS's ongoing commitment to continuous improvement, compliance, and accountability in all aspects of health and safety.








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