

Environment

Health

Safety

Environment, Health & Safety Policy

Version	Issued By	Effective Date	Next Review Date
Version 0.0	Environment, Health, Safety and Sustainability (EHSS)	November 10, 2025	October 30, 2027


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1. Terms and Abbreviations

Sr. No.	Terms and Abbreviations	Meaning
1	Environment, Health and Safety (EHS)	Environmental, Health, and Safety. This policy encompasses rules and relations to maintain a safe and healthy workplace and environment.
2	Environment, Health and Safety (EHS) Management System	Framework for managing and monitoring environmental, health, and safety responsibilities of an organization effectively.
3	Environmental Stewardship	Responsible use and protection of the environment through conservation and sustainable practices.
4	Mitigation	Actions implemented to reduce the severity or impact of an environmental, health, or safety risk
5	Occupational Hazards	Work or Workplace related anything with the potential to cause harm or adverse health effects
6	Risk	The likelihood of harm or loss to an organization due to an uncertain future event that could impact the achievement of its objectives, either negatively (downside risk) or positively (upside risk).

2. Introduction

At Alkem, Safety forms the foundation for our core values and always comes first. For us safety means safety of all individuals engaged with Alkem, our facility, our operations and environment, this also includes well-being of individuals those are engaged with Alkem. We prioritize maintaining a healthy, safe and secure workplace and operations for all our stake holders including employees, customers, value chain partners and the communities within which we operate. This Environment, Health, and Safety (EHS) policy represents our dedication to achieving high standards in occupational health and safety, environmental conservation and overall wellness and wellbeing of all our stakeholders.

This policy serves as Alkem Laboratories' commitment to our stakeholders on EHS by establishing a culture of safety and well-being, safeguarding of the environment, and ensuring adherence to applicable laws and regulations.

We are committed to maintain highest standards in Environment, Health and Safety (EHS) as an integral part our business activities for sustainable success.

3. Purpose

Our goal is to promote safety and sustainability across our organization. This policy shows our dedication to continuous improvement, efforts towards reducing existing as well as emerging risks and environmental stewardship. These guidelines direct our EHS management system to comply with all relevant laws, regulations and industry standards regarding health, environment, safety and well-being. Our focus is to ensure the safety and well-being of our employees along with reducing our environmental adverse impact.

4. Scope and Applicability

This policy is applicable to all individuals working at or on behalf of Alkem Laboratories ("Alkem" or 'the Company'), including employees (both i.e. on payroll and on contractual basis), contractors, sub-contractors, service providers, associates. We further expect all our suppliers, visitors, key business and our value chain partners, service providers, subsidiaries etc. to adhere to this policy and our EHSS commitments.

The policy encompasses all our activities, facilities and operations regardless of the geographical location or scale, distribution and logistics chains, products and services and waste management mechanisms. We are committed to implementing this policy across all operations, departments, divisions and levels of our organization. Should any due diligence, mergers and acquisitions arise in the future, this policy will be applicable to them as well.

5. Objectives

We are fully committed to achieving "Zero Harm" across all operations by striving to eliminate incidents, injuries and environmental harm. Through a proactive approach, robust risk management and a culture of continual improvement, we aim for the highest standards of safety and environmental stewardship, safeguarding the well-being of our people and the planet. The key objectives are as follows:

1. We pledge to meet and comply with all applicable environmental, occupational health and safety, well-being laws and regulations, industry or collective agreements, international standards and voluntary programs while staying informed of any changes and adjusting our practices as necessary.
2. Provide and maintain safe facilities and operations and ensure compliance with relevant environmental laws and regulations by clearly defining the policies, procedures and assigning responsibilities.
3. Improve the performance of our Environmental, Occupational Health and Safety (OHS) management system by setting clear, quantitative targets and objectives aimed at reducing

incidents and improving safety and performance metrics based on risk assessments. We will implement necessary measures to avoid any occupational hazards and incidents including accident and near-misses, through proper investigation.

4. Provide appropriate prioritization, action, remedial and contingency plans, hazard control mechanisms, mitigation and contingency plan by assessing hazards to minimize risks including operational and road risks through various tools viz. risk assessment, timely audits, inspections, trainings, awareness activities, reviews etc.
5. Ensure consultation and participation of employees including workers or their representatives, in matters related to environmental, health safety and well-being through open communication channels and continuous dialogue.
6. Create awareness and an individual sense of responsibility towards adherence to EHS among our employees, workers, associates and value chain partners by providing necessary training, retraining and motivational programs thus further creating institutionalized culture for achieving high standards of EHS in all operations.
7. Ensure sustainable growth and continual improvement of environmental performance by implementing proactive and effective programs while setting targets and objectives to actively reduce our environmental impacts.
8. Raise awareness for internal and external stakeholders through comprehensive workshops, seminars and effective communication initiatives about the organization's environmental management policy and its potential environmental impacts.
9. Empower employees with the knowledge and skills necessary to minimize negative environmental effects and contribute to our sustainability goals by providing comprehensive training to understand the environmental impacts of their work activities.
10. Ensure safe management of all substances and materials which are having potential and classified as hazardous to health and environment.
11. Adopt appropriate adequate necessary safety measures including measures for the road safety during marketing operations as well as during distribution and warehousing of our products till it reaches to our customer.

12. Use emerging technologies in facilities and operations for enhancing Environment, Health and Safety in all areas thus minimizing business impacts on the Environment and Society where our operations are located.
13. Consider quality, sustainability, health, safety and environmental aspects and performance during procurements and decision making.
14. Ensure sustainable development through adopting necessary mechanisms, including resources optimization, for limiting environmental impacts arising out from our operations

6. Grievance & Feedback

Our grievance and feedback handling process establish a transparent framework for stakeholders to raise concerns, ensuring fair resolution. In case of any grievance, stakeholders can share their concerns/comments/Complaints in writing, via email, postal mail, or in person to Corporate EHSS Head at his office based at Head Office or through email to ehss@alkem.com for addressing the grievance.

- Once received, the complaints will be registered by the Corporate EHSS and based on the criticality of the complaint necessary investigation will be initiated within three working days after the receipt of the complaint.
- Corporate EHSS Team member will evaluate the eligibility of the complaint as well as will conduct necessary investigation with help of appropriate other functions / departments. If required, Corporate EHSS Team may contact the complainant to seek more information and evidence.
- If required, Corporate EHSS Team may request opinions from the different internal technical functions / departments relevant to the case. Basic investigation is expected to be completed within 10 working days however same can get increase based on the complexity of the subject.
- Based on the outcome of the investigation including Root Cause, Corporate EHSS Team will prepare necessary Correction and Corrective Action Plan / CAPA (Corrective and Preventive Action Plan) and will ask concerned stakeholders to initiate the CAPA at appropriate levels.
- Corporate EHSS Team will monitor the compliance and completion of the CAPA within decided timeframe.

- Timely feedback will be given to complainant.
- After completion of the CAPA and ensuring its effectiveness, compliant will be closed and concerned complainant will be informed accordingly within five working days about said closure.

If the complainant is not satisfied with the compliant redressal including CAPA and its closure, complainant can escalate the complaint to the CEO's office through email to ceo@alkem.com.

If the complainant speaks a language or dialect of an indigenous or native community, they have the option to submit the complaint in that language or dialect.

Note – In case of compliant is from an external source i.e. if an organization, firm, agency, community, group or an individual is submitting a complaint on behalf of the purportedly affected parties, the representative should clearly state the identity and contact details of those on whose behalf the complaint is being filed. They must also provide explicit evidence of their authority to do so, along with any applicable organization by laws. Alkem reserves the right to verify the validity of the delegation or representation and may confirm that the affected parties have granted such authority.

7. Policy Review

This policy will be available to our employees, suppliers, customers, and other relevant stakeholders in electronic form on Alkem's Website. We shall ensure the relevant details of this policy are communicated to all stakeholders through proper channels and resources are made available for their convenience. We commit to review and update this policy at least at interval of once in two years or as necessary to ensure its relevance and respond to the dynamic business environment.