

Environment, Health and Safety Policy

Version 1.0
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INTERNATIONAL CROPS RESEARCH
INSTITUTE FOR THE SEMI-ARID TROPICS

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1. Version Control

Policy Formulation:

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Policy Amendments:

Date	Version	Changes made by	Changes approved by	Description of change

The Institute reserves the right to amend, suspend or rescind this policy at any time. While, the Institute has made best efforts to define detailed procedures for implementation of this policy, there may be occasions when certain matters are not addressed or there may be lack of clarity in the procedures. Such difficulties or lack of clarity will be resolved in line with the broad intent of the policy, by the Director General or Governing Board Chair (on case to case basis). The Institute may also establish further rules and procedures, from time to time, to give effect to the intent of this policy and further the objective of good corporate governance.

2. Introduction

ICRISAT (“Institute”) recognizes that Environment, Health and Safety (EH&S) is critical to ensuring the safety and well-being of its workforce. The Institute will strive to reduce health and safety risks and hazards while empowering and motivating its workforce to work in a safe, environmentally responsible manner. In pursuance of this objective ICRISAT has set forth in this EH&S Policy (“Policy”) an EH&S framework which lays down the principles to conduct its operations with due regard for the environment and to provide a safe and healthy workplace for its workforce.

2.1. Objectives

Through this policy, ICRISAT strives to fulfill its commitment to high standards and continuous improvement in the EH&S framework at the Institute. The objectives of this policy statement are to:

- a) Ensure regular activities of the Institute are carried out in a manner which protects the environment
- b) Provide a safe and healthy working environment for Institute’s workforce, project partners or visitors at the Institute’s premises
- c) Promote an occupational safety, health and wellness mindset
- d) Raise awareness about health and safety practices among our workforce members
- e) Encourage and inspire workforce members to adopt safety and environmental responsibility not only a way of working, but also a way of living
- f) Integrate EH&S principles with operational practices
- g) Strive to observe compliance with relevant laws, regulations, legal and other requirements in all countries in which the Institute operates
- h) Continuously monitor, evaluate and improve EH&S practices to mitigate risks

2.2. Scope & Applicability

This policy is applicable to all members of Institute’s workforce. This applicability does not depend on the physical location of work of these members and extends beyond ICRISAT’s premises, to all locations where the Institute’s workforce is deployed in a professional capacity or as a representative of ICRISAT. It also extends to the project partners or visitors at the Institute’s premises.

2.3. Roles & Responsibilities

- a) **Governing Board:** The Governing Board is responsible for providing oversight over the effective implementation of the EH&S Framework of the Institute as outlined in this Policy.
- b) **EH&S Committee:** This committee shall be responsible for the effective implementation of this Policy and monitoring compliance with this Policy as well as underlying policies, procedures and/ or guidelines.
- c) **EH&S Officer:** A staff member, designated as the Institute’s EH&S Officer, shall be the custodian for operationalization and ongoing monitoring of the Institute’s EH&S framework. The Institute may, at its discretion, appoint additional EH&S Officers for the Africa regions.

- d) **Workforce:** Every member of the Institute's workforce is responsible for adherence to the environment, health and safety practices as set forth in this Policy and all associated procedures and guidelines.

2.4. Exceptions to the Policy

Any exception to this Policy shall require an approval from Director General (DG) of the Institute and a post facto ratification shall also be obtained from the Governing Board at the next Board meeting. Any exceptions involving the DG shall be approved by the Governing Board. The Policy Owner shall be informed of these exceptions and he/ she shall maintain a record of these for monitoring purpose.

2.5. Frequency of review

This policy must be reviewed by the Policy Owner at least once in 24 months from the date of implementation or from the date of last review or earlier as directed by the Policy Council.

3. Policy Statement

3.1. ICRISAT's EH&S principles

- a) The Institute is committed to maintain the highest standards of environmental preservation and ensure for its workforce, a safe and healthy environment free from occupational injury and diseases.
- b) The Institute and its workforce are committed to comply with relevant regulations and legislations covering preservation of the environment as applicable to Institute's operations.
- c) The Institute will comply with relevant applicable health and safety regulations and legislations in the course of its operations across geographies.
- d) The Institute believes in inculcating a culture of safety through visible and committed leadership and empowerment of the workforce.
- e) The Institute's workforce will be empowered through periodic training and communication programs that are focused on operational safety, occupational health and environmental protection.
- f) The Institute through the development and implementation of an EH&S framework, shall consider and implement specific practices to eliminate hazards and reduce health and safety risks to its workforce. These practices will be drawn up after factoring in variables such as regulations and legislations in the regions the Institute operates, risk of hazards in each geography, complexity of the activities or operations undertaken by various functional units of ICRISAT, among other variables.
- g) The Institute shall clearly articulate roles and responsibilities of those entrusted with developing, implementing and monitoring the EH&S framework of the Institute. The roles and responsibilities matrix will include (but is not limited to) the EH&S Committee and the EH&S Officer of ICRISAT.
- h) The Institute shall develop and implement a mechanism for reporting and investigating security incidents, safety hazards and any deviations from adherence to EH&S policy or related procedures / guidelines.
- i) The Institute shall engage its workforce in maintaining a safe and healthy work environment through consultative and participative activities.
- j) Third parties, including but not limited to, project partners, short-term employees and visitors, participants in workshops, seminars and conferences or other visitors at the Institute's premises will be made aware of this policy and related guidelines/procedures and will be held accountable for compliance with these.
- k) The Institute's workforce will ensure that environmental, health and safety procedures are followed when organizing events such as field days, meetings, trainings, workshops, seminars, conferences, etc. at locations within and outside ICRISAT workplaces.

3.2. Operational integration

- a) Environmental, health and safety implications of the Institute's operations will be given due consideration by the Governing Board and the workforce for all strategic decisions of the Institute.

- b) Appropriate health and safety criteria will be integrated into operational procedures such as, but not limited to, office, operating laboratories, cold rooms, controlled environment research facilities, warehouses, disposal of agricultural residues, laboratory chemicals, other hazardous substances and general wastes, deployment of on-farm practices and technologies, using farm equipment and machinery, movement of goods and people, electrical installations, staff houses, establishment or refurbishment of ICRISAT premises, etc.
- c) Compliance with the defined EH&S procedures of the Institute will be integrated with the assigned line-function responsibilities of the Management.

3.3. Monitoring and continuous improvement

- a) The Institute shall establish environmental, health and safety objectives and Key Performance Indicators (KPIs) in conjunction with its operations and track performance against these on a periodic basis as defined by the EH&S Committee.
- b) The Institute shall develop and implement systems, procedures or guidelines to ensure compliance with this policy. The Institute shall pro-actively monitor, review and audit these systems, procedures or guidelines to ensure they are fit for purpose and in alignment with best-in-class EH&S practices.

4. Appendix

4.1. Key Terms

Term	Definition
Institute	International Crops Research Institute for the Semi-Arid Tropics (ICRISAT)
Policy Council	A council consisting of nominated members from the ICRISAT Executive Team, constituted for ensuring compliance with the policy management framework of ICRISAT.
Workforce	Individuals who have a contractual relationship with ICRISAT such as members of Regular Staff Cadres, members of the Non-Regular Special Assignments category, members of Short-term contracts, members of Job-contracts, Learner-Participants and Third-party contractors; regardless of their position, type of employment, or location

4.2. Reference documents/ links

- a) EH&S Committee – Terms of Reference