

PEOPLE OUR MOST VALUED ASSETS



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OUR PHILOSOPHY Respect for People

Employees play a crucial role in achieving business goals. It is the strength and team spirit of our employees that fuels our organization to perform better and develop innovative high quality products to ensure Customer Delight. We harness the best of talent and train them to align with the organization's goal and vision. Year-long training and development programs are conducted to foster an environment of consistent learning.

EMPLOYEE DISTRIBUTION

PERMANENT EMPLOYEES COUNT - LOCATION WISE AS ON 31ST MARCH 2017

LOCATION	MALE 	FEMALE 	TOTAL  
Bidadi	5744	48	5792
Gurgaon	71	3	74
IS office	26	7	33
Japan	25	0	25
Kolkata	20	0	20
Mumbai	31	3	34
RPTC - Kolkata	6	1	7
RPTC - Manesar	10	1	11
RPTC - Neemrana	9	0	9
RPTC - Pune	17	0	17
Singapore	13	0	13
Thailand	29	1	30
UB city office	166	23	189
Grand Total	6167	87	6254

CONTRACT EMPLOYEES COUNT LOCATION WISE AS ON 31ST MARCH 2017

Bidadi	695	4	699
Others	0	0	0

APPRENTICE EMPLOYEES COUNT LOCATION WISE AS ON 31ST MARCH 2017

Bidadi	1089	3	1092
Others	0	0	0

ENSURING QUALITY OF LIFE

Our people are valuable to us and hence supporting their well-being becomes a prime responsibility. We provide various employee benefit schemes as a token of appreciation.

1. **Gratuity Fund**
2. **Superannuation Fund**
3. **Leave Encashment**
4. **Statutory Benefits like provident fund**
5. **Voluntary Provident Fund [VPF]**
6. **Employees Deposit Linked Insurance [EDLI] Scheme (over and above the Act)**
7. **Insurance coverage (for additional 30 diseases)**
8. **PF SMS Facility of all Grade Employees**
9. **National Pension Scheme [NPS]**
10. **Personal Loan top-up with back's (w/ low interest rate compared to market rate)**
11. **Company Loans**
12. **Loans (Tie up with banks)**
13. **Maternity Benefit Policy (over and above the Act)**
14. **Toyota My Car Scheme**
15. **Mediclaime Insurance Policy and Group Personal Accident Insurance**
16. **Happiness (only TM's) and Sadness Allowance (TM's and family)**
17. **Suggestion Allowance**
18. **Long Service Award (completion of 10 years)**

MATERNITY CARE

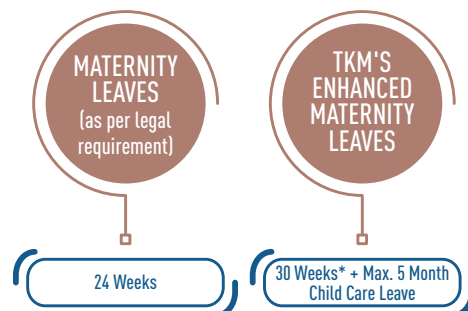
Every woman employee of TKM who embraces motherhood is entitled to enhanced maternity benefits. The maternity benefits help the mothers to spend quality time with their toddlers without having to be worried for job security.

WORK LIFE BALANCE

To support the wellbeing of our employees and strike a balance between the professional and personal life, this reporting year, the working calendar was revised to 5 working days.

SCHEME FOR REGIONAL MOBILITY

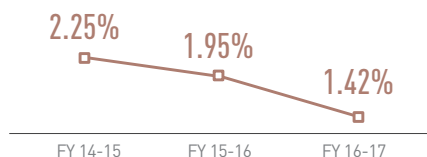
The regional transfer policy was revised to protect the financial interest of our employees. The employees on the short term transfer have given the benefits of daily allowance for TM and family, pre visit support for family members and facility of car for manager and above positions with applicable tax as per IT rules. Transfer benefits are best in industry.



ATTRACTING AND RETAINING TALENT

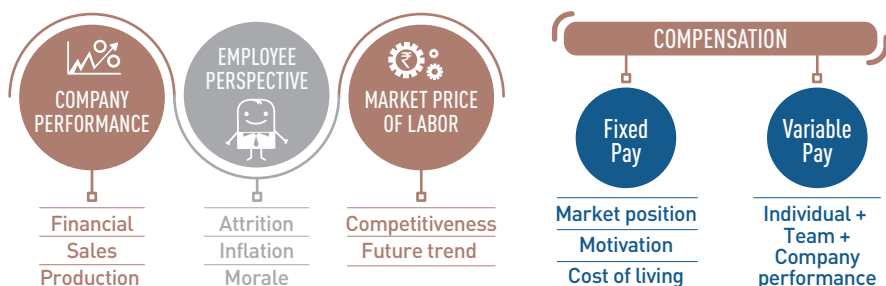
We are an equal opportunity employer and practice equal pay for equal work irrespective of their gender. We ensure fair labor practices and also adhere to the minimum wage rules formulated by the Government of India. We also have the most competitive compensation in the market.

ATTRITION TREND

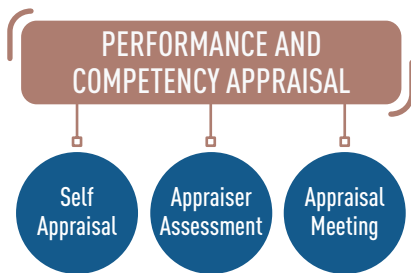


The rate of attrition has substantially reduced from 1.95% in FY 15-16 to 1.42% in FY 16-17, which is lower than the industry average of 12%

FACTORS INFLUENCING COMPENSATION



PERFORMANCE PLANNING AND REVIEW



To ensure fairness in appraisal ratings, a methodical online Performance Management System [PMS] was introduced for office TMs in June 2016. The performance planning, mid-year evaluation and year end evaluation was carried out through Human Resource Management System [HRMS]. About 2253 TMs have set their performance targets in HRMS.

The performance and competency review of all permanent employees and trainees is carried out biannually and for FY 2016-17, the review was completed during the end of the FY. The ratings were considered as base for deciding competency pay and performance bonus, up gradation and promotion in subsequent Financial Year.

360 REVIEW AND FEEDBACK

It is conducted on an annual basis with the help of an external consultant. It enables review of senior management functioning and ensures utmost confidentiality to the identity of the person.

MORALE SURVEY

With the aim of strengthening the HR management, the Morale Survey is conducted once in two years to check the effectiveness of policies and overall employee satisfaction. The employee participation for the year 2016 is 57%.

RECOGNIZING AND REWARDING THE LONG ASSOCIATION

While the appraisals and benefits motivate employees, appreciation and recognition makes them feel more valued. Hence, we recognize the contributions of our people who have served the company for tenure of 10 years or more.

CREATING A VIBRANT CULTURE

At TKM, we aim to create a vibrant work culture beyond the infrastructure required to enhance work skills. Communication is the key to ensure similar interpretation and understanding.

ANNUAL COMMUNICATION

An annual communication is sent out by our MD every year in the month of June to all the employees, to promote unity and collaboration. It aims at sharing the economic status, production and sales levels, market share and possible future challenges of the company. The queries raised by the TMs are answered and is recorded to derive the reflections.

SEMI-ANNUAL COMMUNICATION

It updates the shop floor supervisors on the current business scenario and the company's performance against the set target. The reasons for the deviation and the possible steps to ensure profitability are discussed.

MONTHLY BUSINESS COMMUNICATION

The monthly business communication is sent out to all our people to update company's performance and to keep them at pace with the changing market and business conditions.

CARZ MAGAZINE

It is a quarterly in-house magazine which helps share company wide information on various events, achievements, new dealerships, environment and CSR activities. A new section 'My Space' focuses on individual achievements, social activities, celebrations, personal contributions like stories, poems, travel adventures, paintings etc.



EMPLOYEE ENGAGEMENT

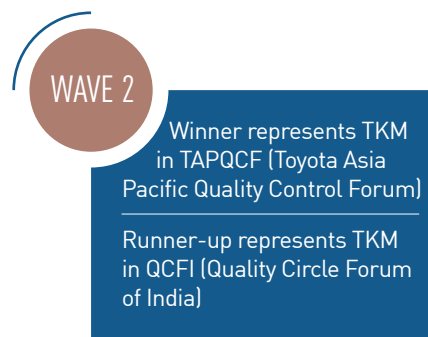
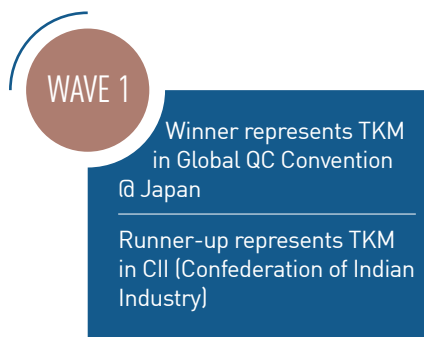
PEOPLE CONNECT



People Connect is conducted in two tiers; the first tier consists of DGMs and above; the second tier consists of managers and supervisors. Cross-functional groups are formed and a theme is selected based on the MD's direction/ Hoshin of the respective year which is followed by brainstorming sessions. Finally, a roadmap to ensure smooth functioning of the organization is established.

QUALITY CONTROL CIRCLE (QCC)

It is a semi-annual event held for the shop floor members to improve their individual capabilities and create a proactive work environment. Each QCC team consists of 8-12 members, who internalize and brainstorm methods to improve the workplace/ product/ service. The findings/suggestions are validated by utilizing the Quality Control Cycle (QCC) methodology.

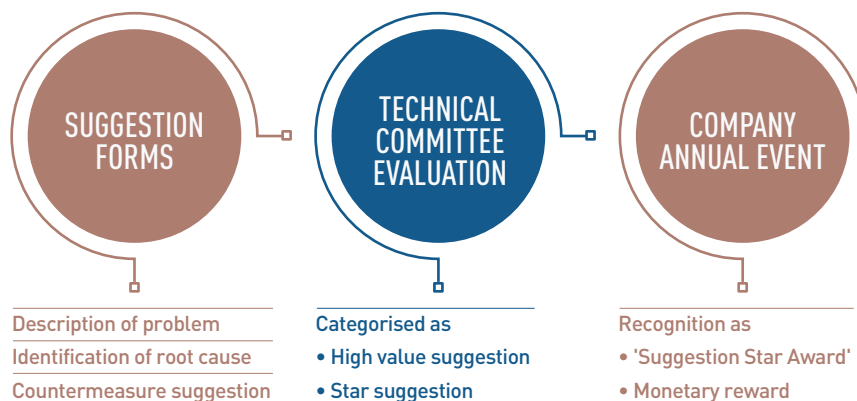


EKIDEN

Ekiden is a long distance relay event which is conducted every year to encourage fitness of body and mind to promote healthy living.

SUGGESTION SCHEME

It is a monthly activity conducted for shop floor members to ensure continuous development of SQPC (Safety, Quality, Productivity and Cost) through simpler and efficient methods.



THE EMOTIONAL CONNECT

KANNADA RAJYOTSAVA

Respecting the local culture, language and tradition is inherent to us. Hence, every year the Company Day is celebrated with State Formation Day (1st November). Eminent personalities in the fields of art, literature etc. are felicitated at the event.



E-BANDHANA

Happy Family +
Happy Employee =
Happy Company!

The orientation is exclusively held for newlyweds of Bengaluru office to ensure healthy family relation. It is held off-site and counseling sessions are arranged to help them have a smooth transition into their married life along with a bunch of 'fun activities'.

FAMILY PLANT VISIT

Strengthening the bond between TKM and TM family

The family members are enlightened about the company's initiatives, prevailing market conditions and Toyota products. The family members are then taken to the shop floor to witness the production process.



Women's day celebration at TKM

FESTIVAL GREETINGS

To create a bond between TKM and TM family, festival greetings are sent to the residential address of all our TMs.

UNITY IS STRENGTH



OUR PHILOSOPHY

Achieve Goals through Collaboration and Cooperation than Conflict Approach

We, both the Management and Union, strongly believe that a true partnership is most appropriate method for effectiveness and growth of organization, since it leads to increased employee satisfaction, an empowered workforce and better service delivery.

We ensure transparency in all our business actions; our Labour Relation team ensures a balance between the management and trade union and interacts with our union representatives on a daily basis. Our HR team and shop division heads have bi-weekly discussions with the union representatives. Our top management also engages with our union representatives on a quarterly, semi-annual and annual basis.



61% of our total permanent workforce a part of union. All these workmen exercise 'freedom of association' and 'collective bargaining'. Every two years the Memorandum of Settlement between the Company and union members is renewed and includes aspects of safety, quality, productivity, continuous improvements and code of conduct. We also conduct workshops and training for the office bearers of the union. A minimum notice period of two weeks is provided as per law to employees in case of significant changes.

SAMVAADA

Samvaada is a forum to communicate the company's business conditions and facilitates discussions on the joint efforts required to make company more competitive.



Akito Tachibana, MD thanks giving to Negotiation Committee and TKM-Employee Union

UNION LEADER DEVELOPMENT

We conduct various Union leader development activities such as workshops and trainings.

Inspiring Leadership : A motivational talk on leadership was organized for our union leaders. The talk revolved around role model behavior, decision making skills, being the agent of change and productive thinking.



Motivational talk on leadership by Lt. General Syed Ata Hasnain

TRAINING AND DEVELOPMENT

TOYOTA INSTITUTE INDIA [TII]

VISION

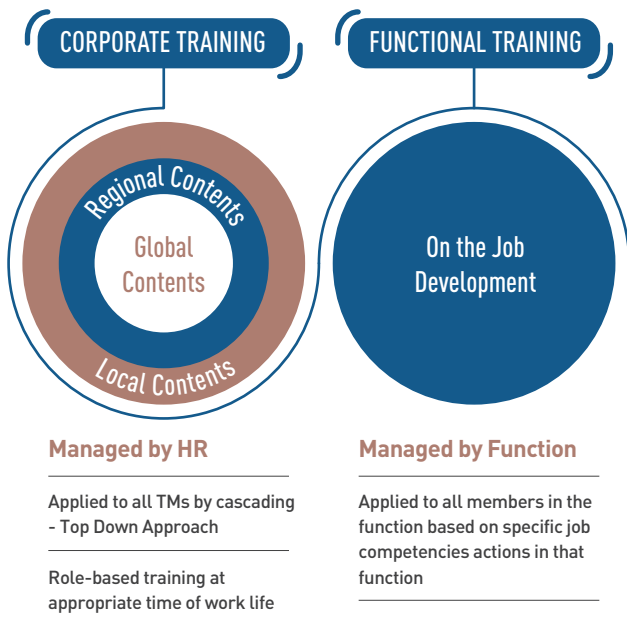
Create a learning organization by developing competitive human resources among all stakeholders and thereby contribute towards business sustainability

By improving the abilities of each employee, improve performance of the entire organization from a mid-to-long-term perspective

By developing human resources of the entire stakeholder value chain, achieve self-reliance (Jiritsuka) in terms of products, services and systems

By developing problem solving abilities and competitiveness among stakeholders, enhance Toyota brand value and contribute towards sustainable profitability

OVERVIEW OF TRAINING



Global Contents training refers to the most fundamental and best business practices that have contributed to Toyota's success. It is a common business language of all Toyota members, that helps to communicate effectively and practice Toyota Way in daily work. Further, regional contents and local need-based trainings are imparted to meet the learning needs of employees. Functional trainings are managed by the respective functions.

TRAINING NEED ANALYSIS

TRAINING NEED ANALYSIS

- Focused behavioral event interviews
- Performance management feedback
- Focused group discussions
- One-to-one Interviews
- Online Survey and benchmarking

Work Life plans

Training roadmap with programs

STAKEHOLDER TRAINING

SCOPE:

EMPLOYEES

DEALERS

SUPPLIERS

CORPORATES

COMMUNITY

Equal learning opportunities are accorded for men and women. Role based, skill-based trainings in the form of post-promotion programs, are imparted when every member moves from one level to another. Equal learning opportunities are accorded for men and women. Training on policies and procedures concerning aspects of human rights are imparted during induction and post-promotion trainings.

Further, security personnel are trained on aspects of human rights relevant to their operations. New programs developed and imparted based on employees' needs during 2016-17 are furnished. Best practices are shared with corporates as well. For example, Infosys-Toyota Knowledge Exchange program helps mutually learning sessions between both the companies. Further, representatives of Confederation of Indian Industries (CII) are regularly trained on lean manufacturing at TKM.



Dealer Management Development Program

EMPLOYEES				
SN.	PROGRAM	APPLICABILITY	DURATION	KEY TOPICS
1	Creating a Respectful Workplace	All Office Staff	2-hours	<ul style="list-style-type: none">Gender Diversity
2	Personal Safety	All employees	2-hours	<ul style="list-style-type: none">Impact of AccidentsMy Role in Safety
3	Toyota Basic Quality Assurance	All Employees	2 hours	<ul style="list-style-type: none">Customer FirstImportance of Built-in-Quality
4	HoshinKanri (HK)	Managers and above	4-hours	<ul style="list-style-type: none">Workplace Vision and MissionHoshin Development Process
5	TBP Mentoring Certification Program	Regional Office Territory and Area Managers	2-days	<ul style="list-style-type: none">TBP 8-StepsTBP Critique
6	Sarala Yoga	Plant Members	5-days	<ul style="list-style-type: none">Physical FitnessYogasanas
7	Financial Management (KaaseBossu)	Plant Members	2-hour	<ul style="list-style-type: none">Financial GoalDeveloping Savings Mindset
SUPPLIERS				
SN.	PROGRAM	APPLICABILITY	DURATION	KEY TOPICS
1	Toyota Way	Supervisors from all our key suppliers from Bengaluru, Chennai, Delhi and Pune regions	1-day	<ul style="list-style-type: none">Toyota Way of Business2 Pillars and 5 Principles
2	Toyota Communication Skills		1-day	<ul style="list-style-type: none">Cheerful WorkplaceCommunication Techniques
3	Toyota Job Instruction		2-days	<ul style="list-style-type: none">Methods of Teaching Members4-Step Approach
4	TPS Standard Work and Kaizen		2-days	<ul style="list-style-type: none">Just-in-Time and JidokaStandardized Work and Kaizen
5	Problem Solving Technique		2-days	<ul style="list-style-type: none">Tools to Visualize ProblemsSteps of Problem Solving
6	Plan-Do-Check-Act		1-day	<ul style="list-style-type: none">Introduction and Why PDCASteps and Processes in PDCA
DEALERS				
SN.	PROGRAM	APPLICABILITY	DURATION	KEY TOPICS
1	Dealer Management Development Program	Dealer Principals and CEOs	3-days	<ul style="list-style-type: none">Toyota Best PracticesVisit to Plant and Gemba
2	Dealer Frontline Staff Development	Sales Consultants and Team Leaders	2-days	<ul style="list-style-type: none">Toyota Production SystemVisit to Plant
3	Train-the-Trainer (Toyota Driving School)	Dealer Staff	15-days	<ul style="list-style-type: none">Driving TechniquesDriving Demonstration

CORPORATES AND COMMUNITY				
SN.	PROGRAM	APPLICABILITY	DURATION	KEY TOPICS
1	Internship/ Project Training	Students pursuing Engineering and Post Graduation	2-6 months	<ul style="list-style-type: none"> Toyota Best Practices Lean Manufacturing
2	Sessions in Educational Institutions	Campus Connect Colleges	2 hours sessions in line with curriculum	<ul style="list-style-type: none"> Toyota Best Practices
3	Adoption of Ramanagara ITI	Ramanagara ITI Students	Ongoing	<ul style="list-style-type: none"> Industry Specific Curricula

ENSURING TRAINING EFFECTIVENESS

To ensure effective training, we take feedback from all the trainees. To ensure post training implementation, participants are expected to take a project/theme and confirm report-out for identified training program. Further, training contents are revised based on feedback received from trainees.

OUR REACH IN 2016-17

EMPLOYEES, APPRENTICE, CONTRACT AND TOYOTA		SUPPLIERS		DEALERS		COMMUNITY	
							
Total Members Trained	Total Man Days Trained	Total Members Trained	Total Man Days Trained	Total Members Trained	Total Man Days Trained	Total Members Trained	Total Man Days Trained
18293	25700	672	1446	493	382	818	818
Total Members Trained: 20276				Total Man Days Trained: 28346			

Over the years, we have developed educational modules to scale up the skills of young talented individuals to address the growing needs of skilled manpower in the industry. Our participation and recognition at various national and global level skill contests testifies our commitment to skill development in India.



TOWARDS THE COMMON GOAL OF SKILL INDIA MISSION

TOYOTA TECHNICAL TRAINING INSTITUTE [TTTI]

Transforming the raw talent into Industry ready technicians

The state-of-the-art institute was launched in 2007 to impart holistic education and training to the underprivileged youth from rural hinterlands of India. The three-year full-time residential course focuses on mind, body, knowledge and skill; and offers a unique blend of classroom learning coupled with shop floor exposure.

The students are trained in the fields of Automobile Weld, Automobile Assembly, Automobile Paint and Mechatronics trades. Apart from the in-house students, TTTI also imparts training to the students from various educational institutions to develop their employability skills.



TOYOTA APPRENTICE SCHEME (TAS)

Since 2002, under this scheme we have trained over 10,000 Apprentice members (ITI, Diploma and Engineers).

TOYOTA TANTRAGNYA



'Toyota Tantragnya' aims to increase the employment opportunities for underprivileged unskilled rural youths in the automobile sector. For this, we have partnered with Automotive Skills

Development Council [ASDC], the first Sector Skill Council of India. The initiative has a holistic approach and aims to balance focus on body, mind and attitude of the youth.

The selected candidates will be provided with an attractive stipend, free commutation and canteen facility during the training period by TKM.

CHISELING THE SKILLS

Skill Contest is conducted every year to identify employees with the best skillset.



SUCCESS STORY

Mr. Venkatesh Goudar joined us as technician trainee and today he is working as a Team Leader [TL] in Plant 2 Assembly shop. His proactive nature, perseverance and strong logical ability has made him the first Team Leader from TKM to win a Silver medal at the Global Skill contest held at TMC, Japan, prior to which he won the Gold medal at the Asia Pacific Skill Contest, held in Thailand.

Apart from the expert technical training by the best in industry Gurukul trainers, Mr. Venkatesh believes that yoga and balanced diet facilities at TKM have helped him enhance his mental strength and healthy lifestyle. In order to share his experience and train more TMs, he along with the Gurukul team, has developed trouble shooting kit to train different shop leaders to hone their skills to perfection.

"I have been participant in all the company-wide skill contests since 7 years. I believe that focus and continuous practice has helped me chisel my skills and win recognition. My Group leader's motivation, continuous mentoring of my Gurukul trainers, guidance of my managers and colleagues inspired me to dream big and turn it into a reality."

Venkatesh Goudar
TKM05633



WORLD SKILLS 2016

It is a bi-annual contest organized by the Ministry of Skill Development and Entrepreneurship since, 2015 to upgrade the skill sets of young talent. We won the first and second position in India Skills

2016 contest held in New Delhi under the Mechatronics skills. The event witnessed participation from 560 contestants including 88 Institutes and eight automobile companies like Maruti Suzuki,

Mahindra, Honda, Volkswagen, Tata Motors, etc. The India Skills 2016 finale winners qualify for selections to World Skills 2017, to be held at Abu Dhabi.

SAFE AND HEALTHY WORKPLACE



OUR PHILOSOPHY

Safety First

As a safety leader, we emphasize to create and strengthen the safety culture within and outside the organization. The concept of Occupational Health and safety is vital to our company, as it helps in protecting our workers against workplace related injuries and illnesses. We aim to foster and nourish a healthy and safe work environment for our people. Besides the employees, we spread awareness to help protect co-workers, the members of their family, customers and other individuals, to ensure safety.

SAFETY AND HEALTH COMMITTEE

Safety and Health committee meetings are undertaken at various levels to discuss ways and means to improve health and fitness of the employees, reduce absenteeism and illness.

MANUFACTURING SAFETY COMMITTEE MEETING (MSCM) is conducted every month and is chaired by the occupier and manager of the industry and attended by the all top management along with representatives of Employees union.

SHOP SAFETY COMMITTEE MEETING (SHOP LEVEL) is conducted once every month and is attended by safety committee members (50% workers) along with shop heads.

We promote safety inside the workplace by the following promotional activities:

At the plant level

- Kiken Yochi [KY] training
- Small group activities +4R KY
- Fire DOJO training
- 24X7 Danger predictions
- Focus towards Group Leader (GL) development to strengthen his role
- Promotional activities - involvement from Top management and TMs.
- Process safety improvement and hardware improvements

At the Shop level

- Member by member rule follow monitoring
- Safe man training
- Safety hour audit
- Safety leader for the day
- Difficulties elimination/facilities improvement
- Safety awareness campaign and role model for safety promotion
- Rule follow visualization

SAFETY POLICY

In line with the global Toyota philosophy of “Complete Ownership”, Toyota Kirloskar Motor Pvt Limited (TKM), firmly believes that people are its biggest asset and is committed to ensure a safe and healthy work environment, to all its team members, associates and business partners working on its’ behalf.

TKM believes that Occupational Safety and overall well - being of its human asset, is integral to its vision of achieving excellence, in every sphere of its operations; and such considerations must reflect in all the organizational activities, processes and infrastructure and help it to meet the expectations of all the stakeholders.

To meet such expectations, TKM shall be committed to:

- Develop people, who will demonstrate a “never compromise attitude”, and accept all safety rules, towards growing need of establishing “Safety Culture”, both inside and outside the company.
- Pursuit of “Safest Vehicle”, to provide the best in class Safety to the Customer and Occupants.
- Engage with all Team Members towards creating “Enjoyable Workplace” by elimination of workplace hazards using Continuous Improvement (Kaizen).
- Comply with all relevant legal and other requirements, applicable to the organization and look for achievement “Beyond Compliance”, in line with global Toyota philosophy of “Safety First”.
- Work together with all stakeholders (Team Members, Suppliers, Dealers, Customer, Contractor, Community...), to create safe community.

TKM commits to foster a collaborative partnership, among all its associates, to have a collective responsibility, to implement the provisions of this policy, in Spirit and Action, and stay true to the thinking of the founding fathers of Toyota

“Safe work is the door to all the works Let us pass through this door.”

SAFETY MONTH 2017

THEME 2017:
Safety instruction
enhancement through
3C approach – Clear,
Consistent, Connected

Every year, January is celebrated as safety month. This safety month, we focus upon developing a strategic approach to improve the safety sense of TMs and capability development of Group Leaders [GLs].

ENHANCING HAZARD PERCEPTION CAPABILITIES

The Hiyari Hotto concept helps in enhancing the employees’ hazard-perception capabilities. To create safe workplace Hiyari Hotto suggestions were

taken from TMs and their suggestions included steps to prevent accidents, avoid near miss cases and improve TM’s ability to sense potential danger.

STRENGTHENING SAFETY LEADERS

We focus on Group Leader [GL] development to strengthen his role to maintain safety consciousness and acquire KY ability to ensure safety at the respective groups in the shop floor.

We promote safety and health inside and outside the workplace by following tasks and actions:

- Assisting in the outreach and training programs of all employees

SAFETY STATISTICS

2015-2016

*Total no. of
Accidents*

7

*Total Man-hours
worked*

20928622

*Frequency Rate =
Total no of accidents * 1000000
Total Man-hours worked*

0.33

2016-2017

*Total no. of
Accidents*

15

*Total Man-hours
worked*

21534443

*Frequency Rate =
Total no of accidents * 1000000
Total Man-hours worked*

0.69

REMEMBRANCE DAY

On 9th January 2016, we lost 6 of our people in a tragic accident during a personal night travel. To commemorate this sad incident, every year 9th of January is considered as 'Remembrance Day' at TKM to remind all of us about the importance of safety and to create awareness on safety amongst people whom we care for.

Our safety team sends out safety tips regularly to all our people. Our top management also sends out company-wide message emphasizing on safety within and outside organization.



SAFETY IN COMMUTATION

Our Commutation team continuously engages with our drivers in trainings, workshops, seminars and demonstrations to inculcate safety sense and healthy lifestyle.

The commutation safety day is conducted to deepen the road safety awareness through various visuals such as banners, posters etc. at strategic locations inside and outside the premises. It is a routine for all our drivers to check condition of tires, brake, fan belts and other parts mentioned in the vehicle condition checklist before the commute, to ensure safe travel.



DRIVER SKILL ENHANCEMENT

TRAINING AND DEVELOPMENT (UTTAMA KAUSALYA)

We develop skills and also instill safety sense amongst drivers through various interactive sessions, expert talks on road safety along with defensive driving training.

ENSURING HEALTHY LIFESTYLE (SAMPOORNA AROGYA)

We always strive for 100% safety of our vehicles and safety mindset of our drivers.

Enhancing technical competence:

To promote awareness of safety aspects of vehicles as a part of emergency preparedness, a one day session on the product specifications and safety was conducted. About 325 drivers were trained to tackle the technical problems associated with the commutation vehicles, by the respective vehicle vendors.

Health is Wealth:

Our drivers practice yoga to enhance concentration and peace of mind, before and after their commutation shifts. The drivers are also trained on stress management. In consultation with in-situ occupational health clinic, our commutation team conducts regular medical check-up camps for both commutation and executive drivers. Apart from the routine check-up, tests for BMI, diabetes, eye examination are also conducted.

INCULCATING SELF-DISCIPLINE (SWAYAM NIYANTRANA)

Daily Kiken Yochi training [KYT] is conducted at the commutation yard, to enhance the possible hazard identification skills of our drivers and constantly keep a check on their adherence with the audit rules.

CASE STUDY

Valuing lives by enhancing the hazard perception skills

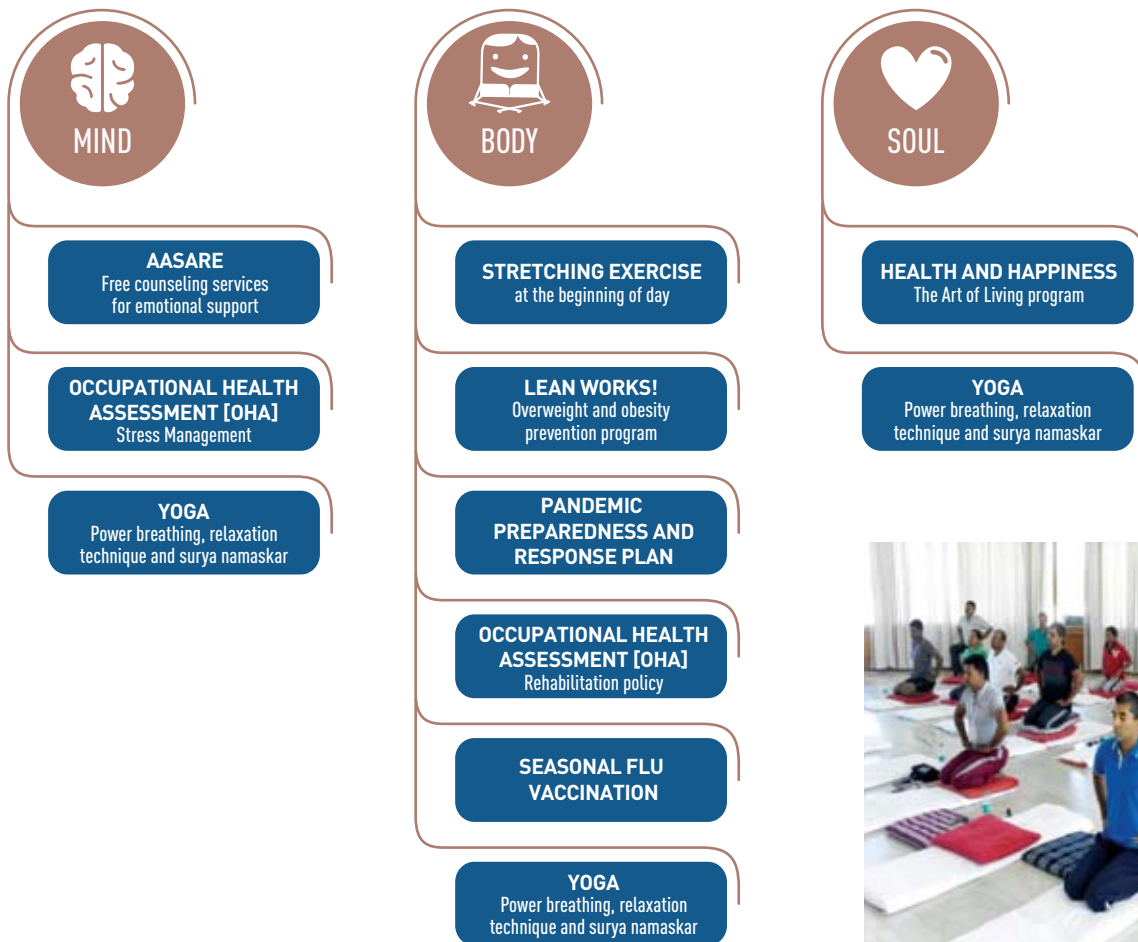
Unsafe conditions and unsafe acts are the two major reasons for any accident to occur. Our commutation department has carried out extensive study on the Mysore-Bengaluru highway, as it connects to all the routes where our commutation services are provided.

Based on the prevailing unsafe conditions on the road, such as non-availability of relevant sign boards, caution boards, traffic signal etc, 10 unsafe locations were identified where possible risks were listed out. To ensure utmost safety during the travel, our drivers are made to visit the

identified locations once in 15 days and are sensitized on safety aspects and accident mitigation measures such as safe speed limit and safe distance etc.

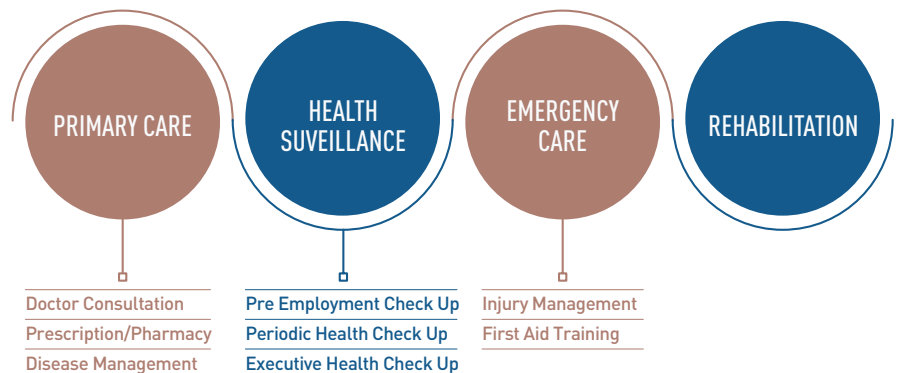
REJUVENATING THE MIND, BODY AND SOUL

The importance of employee well-being can never be overstated. The mind, body and soul are interconnected and should be fairly balanced for a stress free, successful life. With this thinking, over the years, we have built a holistic approach and inspired our people towards a healthy lifestyle.



HEALTH CARE SERVICES

Our Occupational health team engages and provides consultation to all our people and on-site suppliers and is in constant touch with health care providers like hospitals, diagnostic centers and pharmaceuticals for assistance. The dept. also engages with the statutory authorities, visitors and suppliers and community based on needs.



OCCUPATIONAL HEALTH ASSESSMENT [OHA]

Healthy
Workplace Gold
Award 2016,
Arogya World



It is a unique employee friendly rehabilitation policy that was established in the reporting year to provide health recommendations for health issues at work. Under this policy, people who are facing difficulty in carrying out their routine work due to their health issues, are recommended for the temporary rehabilitation at workplace, after

consultation with the Occupation Health Clinic team.

In the reporting period about 64 TMs were rehabilitated at workplace. According to the feedback received, 90% felt rehabilitation improved their health status.

AASARE: FOR THE PSYCHOLOGICAL WELL BEING

'AASARE' is a unique Employee Assistance Program aimed at providing emotional support to the TMs who undergo distress or psychological issues.

The HR team and the Occupational Health team observed that there was an increased need for support to overcome distress and psychological issues by our people.

Hence, we partnered with '1to1Help.net', a pioneer in professional counseling services to support our people overcomes their psychological issues. The service is made available through website, mobile application and a 24/7 toll free helpline.

In the last FY, AASARE has supported 70 people to manage their emotional stress.



SCOPE OF COVERAGE

The scope of coverage is not limited to, relationship concerns (Family, Marital etc.), financial matters, general management, sleeplessness, anger, parenting, smoking, alcoholism etc.



HEALTH AND NUTRITION



OUR PHILOSOPHY
Eat Healthy, Live Right

Our canteen team always ensures the food served has right amount of calories and maintains stringent hygiene standards during food preparation and serving. The 'timely delivery' while achieving 'zero accidents' is the ultimate aim of our canteen operations.

In order to make the TMs aware of their food habits and choices, the canteen information board is updated every day. It consists of the weekly menu along with the calorie information of the various dishes served. The Pay and Eat counters are specifically designed to serve low calorie food for healthy living.