



IndianOil



IndianOil

Large Employer

9th Global Healthy Workplace Awards 2021

Presented By:

Dr. Sandeep Sharma

GM Corporate HSE-Medical

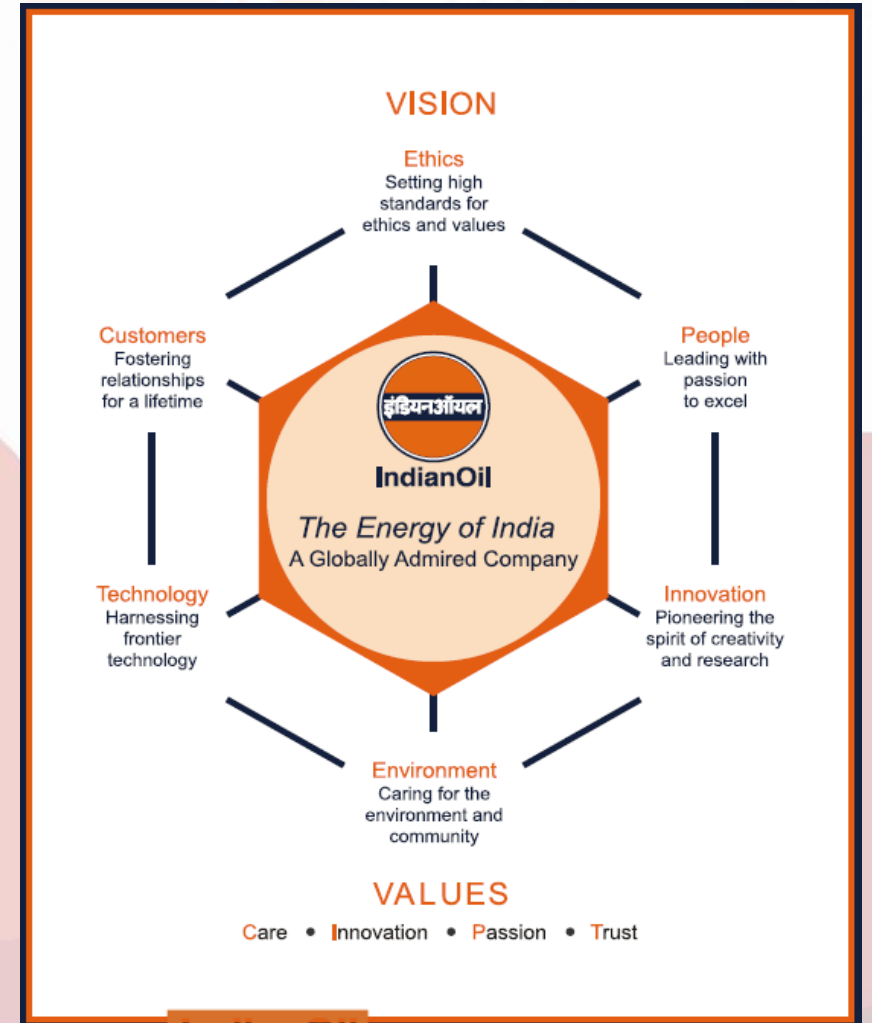


IndianOil – The Energy of India

FORTUNE 500 - 2021

212
Rank

India's highest ranked Energy
PSU in Fortune 'Global 500'
listing for 2021



IndianOil is
"The Company of Choice"

Who we are?

The Energy Of India

Largest Refiner in the Country

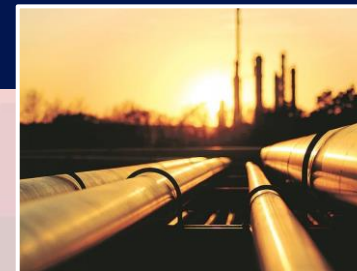
Largest Pipeline Network

Highest Petroleum Market Share

Integrated Across Value Chain



Taking the Lead to Fuel India's Energy Needs



IndianOil People are central to our existence, and we remain committed to ensuring their well-being and prosperity

Valuing the Trust of Billion Plus Indians

“

Being the Energy of India is not just a motto for us, it is an abiding reminder of the trust reposed by the country and our responsibility towards our billion plus customers for enriching their lives.

”

**- Shrikant Madhav Vaidya
Chairman, IndianOil**



Health & Safety is Intrinsic to our DNA



**25 Workers Union & 01 Officers Association
officially endorse the IndianOil Healthy workplace strategy**



IndianOil

SAFETY, HEALTH & ENVIRONMENT POLICY

Indian Oil Corporation is committed to conduct business with strong environment conscience ensuring sustainable development, safe workplaces and enrichment of quality of life of Employees, Customers and the community. We, at IndianOil, believe that good S, H&E performance is an integral part of efficient and profitable business management. We shall :

- Establish and maintain good standards for safety of the people, the processes and the assets.
- Comply with all Rules and Regulation on Safety, Occupational Health and Environmental Protection.
- Plan, design, operate and maintain all facilities, processes and procedures to secure sustained Safety, Health and Environmental Protection.
- Remain trained, equipped and ready for effective and prompt response to accidents and emergencies.
- Welcome audit of our S, H&E conduct by external body, so that stakeholder confidence is safeguarded.
- Adopt and promote industry best practices to avert accidents and improve our S, H&E performance.
- Remain committed to be a leader in Safety, Occupational Health and Environment Protection through continuing improvement.
- Make efforts to preserve ecological balance and heritage.

28 अगस्त 2021 को IOCL निदेशक मंडल द्वारा अनुमोदित
Approved by IOCL Board of Directors on 28th August 2021



IndianOil

SUSTAINABILITY & CSR POLICY

Indian Oil's Sustainability & CSR vision is to operate its activities in providing energy solutions to its customers in a manner that is efficient, safe & ethical, which minimizes negative impact on environment and enhances quality of life of the community, towards sustaining a holistic business.

In line with the above vision, IndianOil's S&CSR mission is to:

- Meet stakeholders' aspirations for value creation and grow along with the society.
- Ensure a safe & healthy working environment.
- Incorporate environmental and social considerations in business decisions.
- Earn stakeholders' goodwill and build a reputation as a responsible corporate citizen.
- Conduct business with ethics and transparency & follow responsible business practices.
- IndianOil shall pursue the following thrust areas under S&CSR:
 - Efficiency in operations and processes.
 - Safe and healthy environment in and around the workplaces.
 - Basic livelihood needs & societal empowerment.
 - Safe drinking water and protection of water resources.
 - Healthcare and sanitation.
 - Education and employment-enhancing vocational skills.
 - Empowerment of women and socially/economically backward groups, etc.
 - Tourist friendly facilities at monuments of national importance.
 - Environmentally sustainable practices within & beyond the organization's premises:
 - Clean energy options.
 - Rain water harvesting (at co. owned premises, retail outlets).
 - Limit emission of Greenhouse Gases.
 - Reduce/reuse/recycle resources/waste & dispose waste streams in environmentally safe manner.
 - Promotion of responsible business practices: Conduct business with transparency, integrity and accountability.



IndianOil

ENERGY POLICY

In pursuance to Indian Oil's S & CSR policy, all its operating units and administrative offices of its Marketing Division are committed to achieve continuous excellence in energy management and efficiency. To achieve this objective, we shall strive to:

- Comply with all rules, regulations and guidelines received from Govt. on energy efficiency.
- Incorporate energy efficiency in facility design for all units.
- Endeavour to make their operations carbon neutral to their optimum possible potential through use of:
 - Alternate and renewable sources of energy.
 - State of art technology available for energy efficient operations and management.
- Strive to achieve benchmark performance standards in specific energy consumption and exceeding them through continuous innovation and improvement thereof.
- Monitor, review and report energy performance periodically.
- Undertake periodic audit to detect and eliminating energy losses, if any.
- Continuously communicate and involve all stakeholders in the energy conservation movement and institute it as a part of our work culture.



IndianOil

WATER POLICY

In pursuance to IndianOil's S&CSR policy, all its operating units and administrative offices of its Marketing Division are committed to achieve continuous excellence in conserving water in their operations recognising the importance and scarcity of this precious natural resource. In pursuit of this policy all operating units and administrative units are committed to:

- Comply with all rules, regulations and guidelines received from Govt. on water conservation and efficiency.
- Incorporate efficient water consumption, recycling and reuse by design in all facilities ensuring zero water pollution to any water resource in and around our workplaces.
- Provide clean drinking water to all in our workplaces.
- Endeavour to make the operations water neutral to their optimum possible potential through:
 - Use of state of art technology available for water efficient operations.
 - Recycling of all used water streams and its reuse within the unit premises to make it a zero-discharge unit.
 - Providing rainwater harvesting systems to cover all available roof tops, paved and unpaved areas suitable for such water collection.
- Set internal benchmark for specific water consumption and monitor, review and report water consumption periodically.
- Adopt and promote best industry processes and practices to improve water use.
- Undertake periodic water audit to detect and eliminate water leakages and losses.
- Continuously involve all stakeholders in the water conservation movement and institute it as a part of our work culture.
- Partner with local community thru CSR projects to preserve and protecting water resources and conserve water thru effective rainwater harvesting.



IndianOil

WASTE MANAGEMENT AND MATERIAL CONSERVATION POLICY

In pursuance to IndianOil's S&CSR policy, all its operating units and administrative offices of its Marketing Division are committed to achieve excellence in waste management & material conservation. To achieve this objective, we shall strive to:

- Comply with all rules, regulations and guidelines received from Govt. on efficient waste management and material conservation.
- Incorporate efficient waste management systems in all our facilities.
- Identify, minimise and responsibly dispose all waste streams, ensuring zero waste to landfills and water bodies to prevent pollution of natural resources.
- Endeavour to optimise the use of various raw materials in the operations by way of:
 - Adopting state of art technology available for various operating processes.
 - Eliminate wastages and improving process and product yields through continuous innovation.
- Promote use of environment friendly and locally available material with potential for recycling and reuse.
- Develop best practices for management of end of life of product and packaging to minimize environmental impact.
- Create awareness and involvement of all stakeholders on the importance of resource optimization and conservation.

We are a Responsible Energy Major

VISION ZERO

Safety.Health.Wellbeing.

THIS CERTIFIES THAT

INDIAN OIL CORPORATION LIMITED

IS A PARTNER OF THE
VISION ZERO CAMPAIGN 2017–2020



Hans-Horst Konkolewsky
Secretary General



Dr Joachim Breuer
President

developed by



issa

INTERNATIONAL SOCIAL SECURITY ASSOCIATION
ASSOCIATION INTERNATIONALE DE LA SECURITE SOCIALE
ASOCIACIÓN INTERNACIONAL DE LA SEGURIDAD SOCIAL
INTERNATIONALE VEREINIGUNG FÜR SOZIALE SICHERHEIT



INDIAN OIL CORPORATION LIMITED
CORPORATE OFFICE – HR DEPARTMENT

Sadiq Nagar, J.B. Tito Marg,
New Delhi-110049

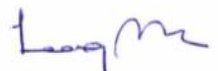
Statement of Director (Human Resource) of Indian Oil Corporation Limited
pledging continued support to Global Compact Programme of United Nations

IndianOil's present business practices and vision for the future are synergized with sustainability. We take pride that our corporate strategy is aligned to national priorities and envision a greater societal role in future to accomplish the cherished goal of a truly developed India, where all sections of citizens live with dignity.

During the year 2009, IndianOil celebrated its Golden Jubilee of existence. IndianOil also unveiled its recreated Vision that is a consolidation of its past 50 years of achievement and experience, accommodating the Corporation's aspirations and ambitions for the future. The new Vision is a matrix of elements like People, Innovation, Environment, Technology, Customers and Ethics.

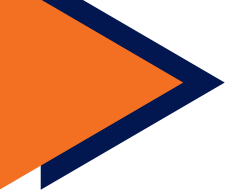
In this year of celebrations, the IndianOil Board also gave a whole-hearted endorsement to enhance the annual expenditure under Corporate Social Responsibility up to 2% of the retained profit.

In this backdrop of recreated Vision and enhanced emphasis to Corporate Social Responsibility, Indian Oil Corporation Limited renews its commitment to the Global Compact Programme of the United Nations and will endeavour to abide by all the ten principles of the programme. Therefore, the company continues to pledge support to the programme through its policies, processes, products, services and people.



(V.C. Agrawal)
Director (HR)

Our Leadership Leads the Way



Women Leadership is always at Fore front



People are Central to our existence. We are all in it together



Benefits to differently abled employees

- » Reservation in recruitment and Promotions
- » Conveyance allowance, medical equipment special training
- » Provision of Barrier free access
- » Preference in terms of Posting

Benefits to OBC/SC/ST employees

- » Relaxation in Recruitment/ Promotion
- » SC/ST cell, Complaint Register to address grievances
- » Specific Training

25 Worker Union



Social Security Benefit to all employees

- » Provident Fund/Gratuity
- » Insurance
- » Compensation on Death
- » Superannuation Benefit
- » Post-retirement Medical Benefit

Benefits to Female employees

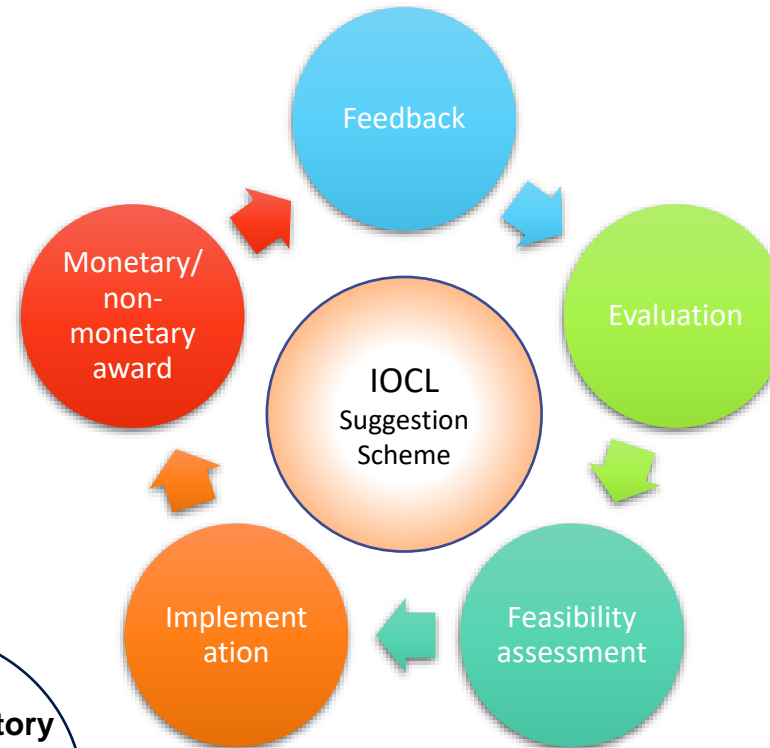
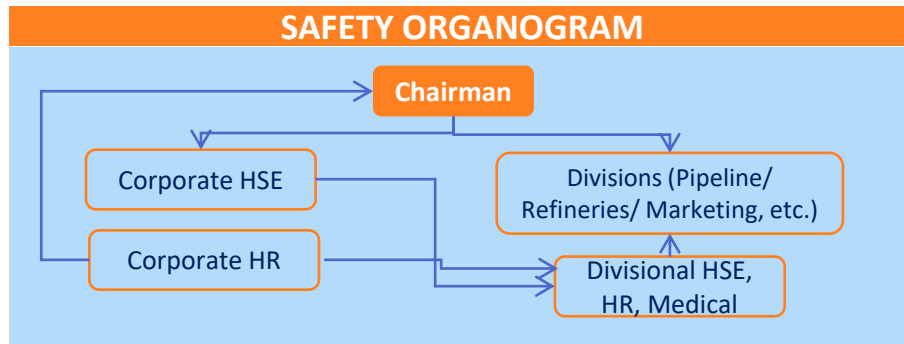
- » Maternity Benefit (180 days leave)
- » Child Care Benefits (upto 2 years leave without pay)
- » Husband Joining Leave

1 Officer Association

Together We Create Healthy Workplaces

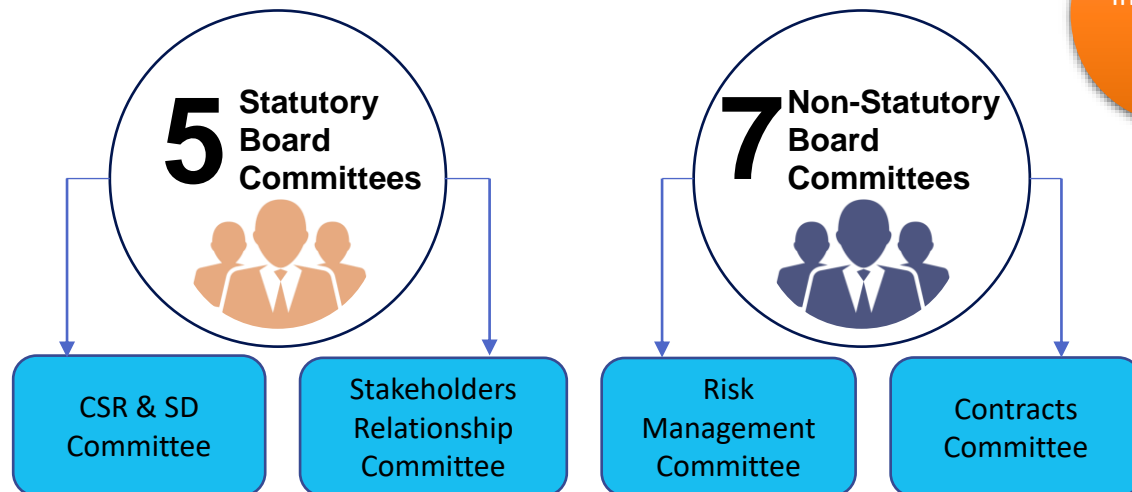


Together We Can Our Constant Endeavour to maintain an inclusive Work Environment



YourSpace@IndianOil
Write to me on what's on your mind
Login with your ESS username and password and send me your suggestions & feedback
Login To YourSpace@IndianOil

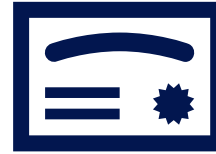
[Login Here](#)



Your feedback matters.
With our digitised Q&Q feedback system, help us serve you better.

Delivering trust through technology

Framework of Ethical business



All Refineries are certified to
**Occupational Health & Safety
Management System**
(OHSMS/OHSAS018001)



Statutory Compliance in relation to Occupational Health

1. Indian Factories Act 1948 (IFA)
2. Bio-Medical Waste management Rules, 2016
3. X-Ray (Radiation Protection Rules, 1971)
4. OISD Guidelines- 166

We Create and Deliver

IndianOil Healthy Workplace Model



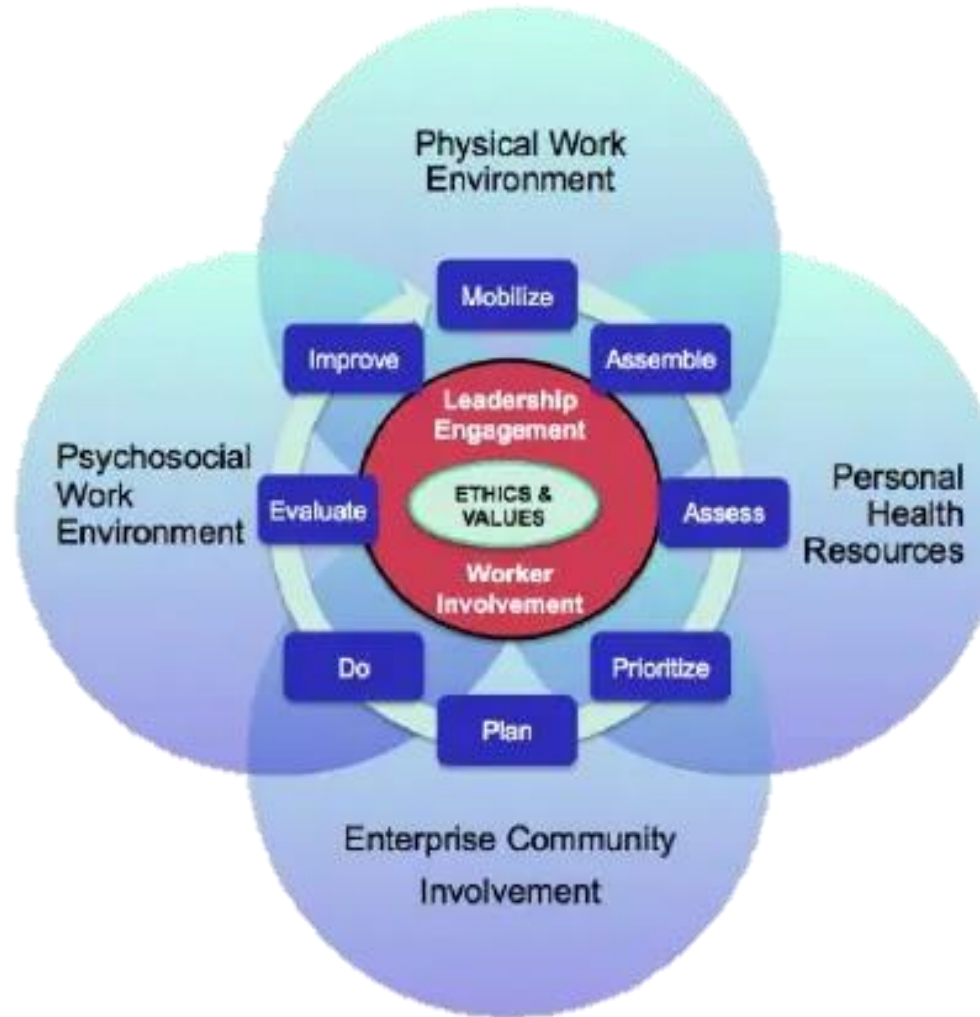
Leadership Engagement



Physical Work Environment



Psychosocial Work Environment



Worker Involvement



Personal Health Resources

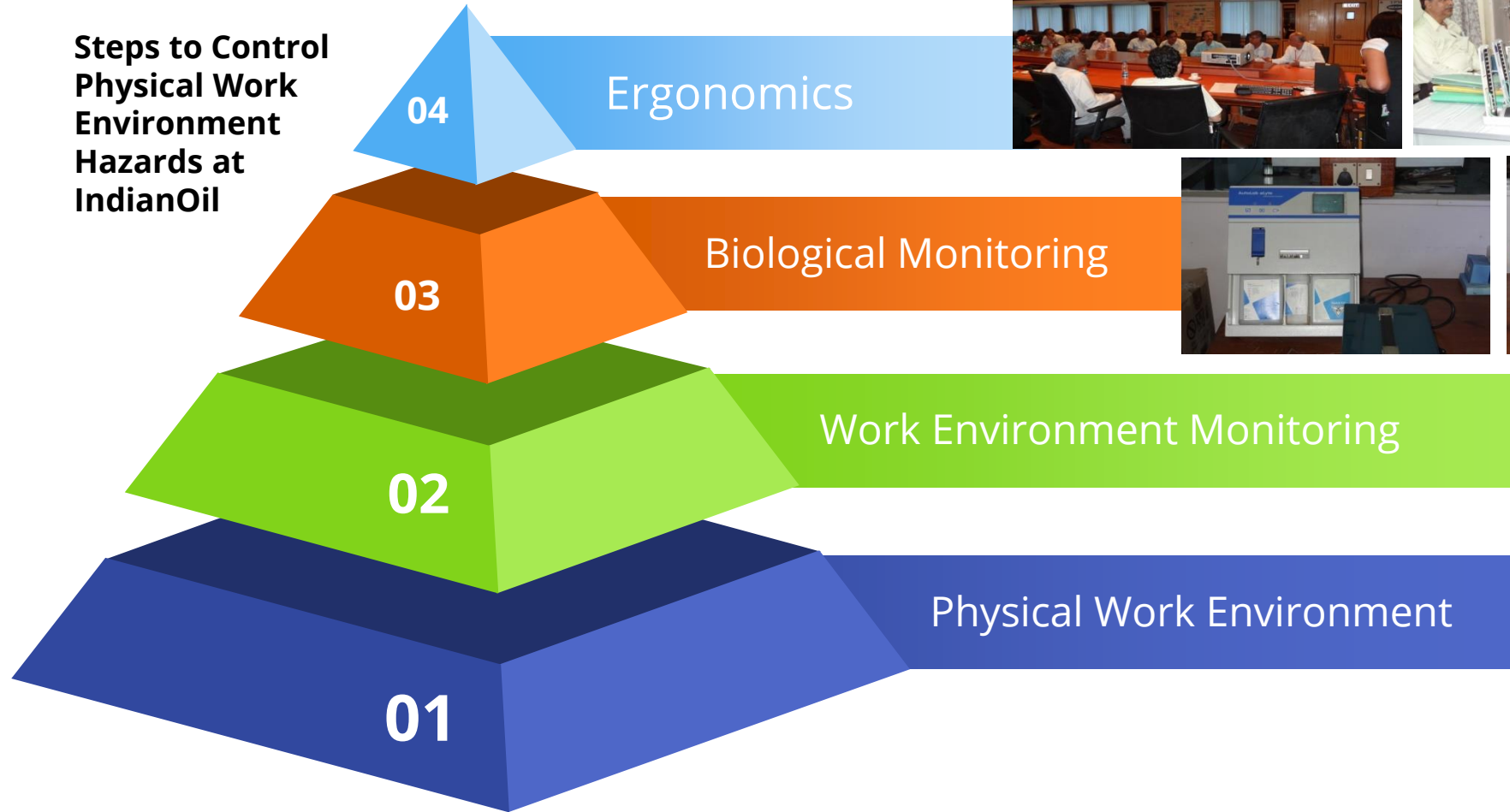


Enterprise Community Involvement

Ensuring Aligned Physical Work Environment



Steps to Control
Physical Work
Environment
Hazards at
IndianOil



Ergonomic evaluation of work-stations are carried and the results are discussed with the HR, HSE, Medical

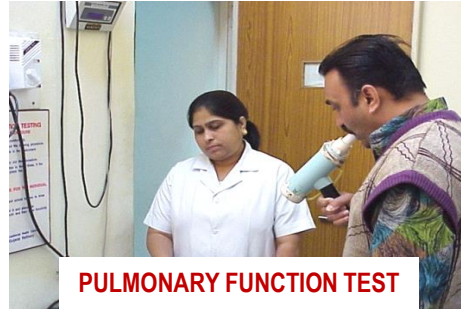


Biological - exposure determinants are analysed in conjunction with physical work environment monitoring report



Monitoring of the location is carried as per the findings of the Occupational Health Hazard survey

Our Dedicated Team keeps the Workplaces Safe for the Workforce

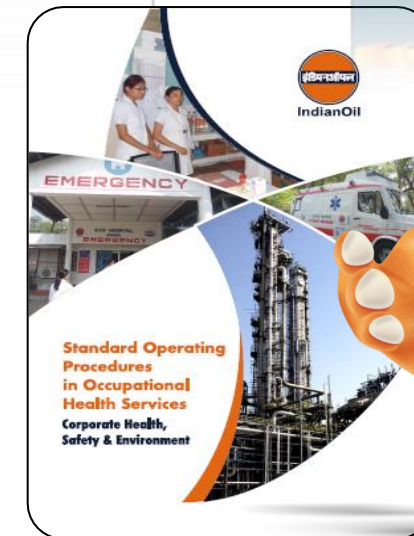
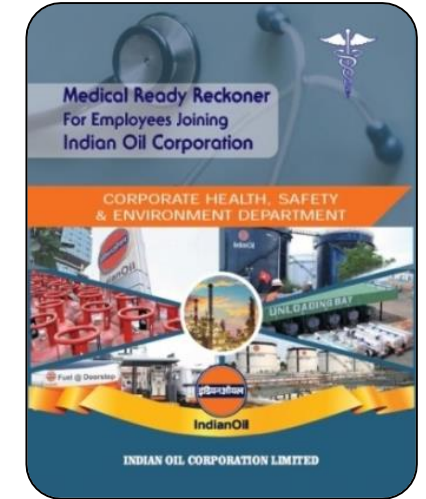
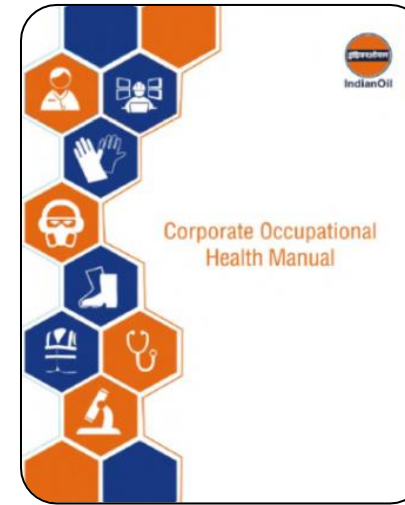


Integrated Occupational Health Services

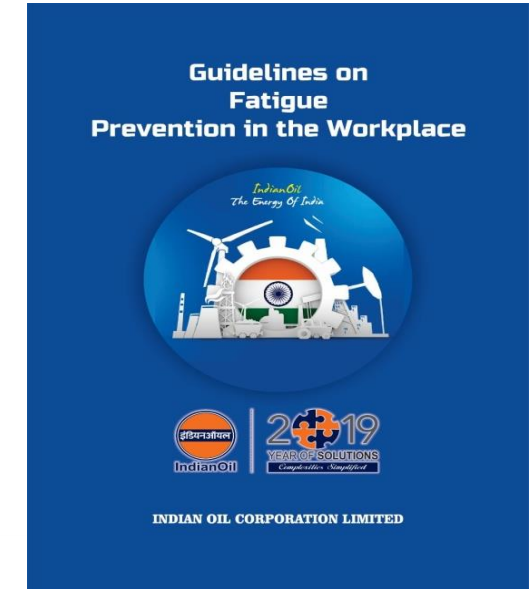


Integrated Occupational Health Services

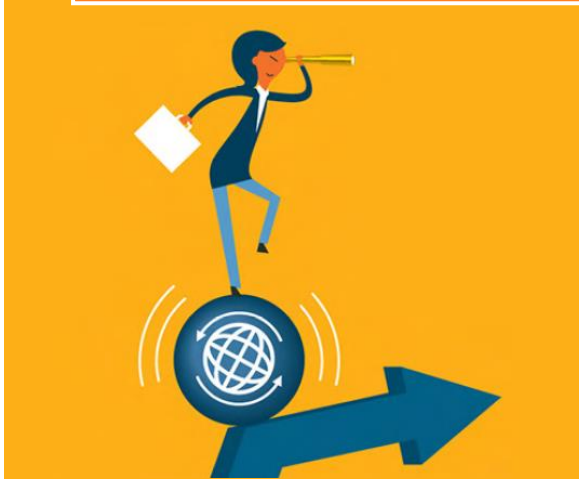
Comprehensive Manuals



Fatigue Management in IndianOil

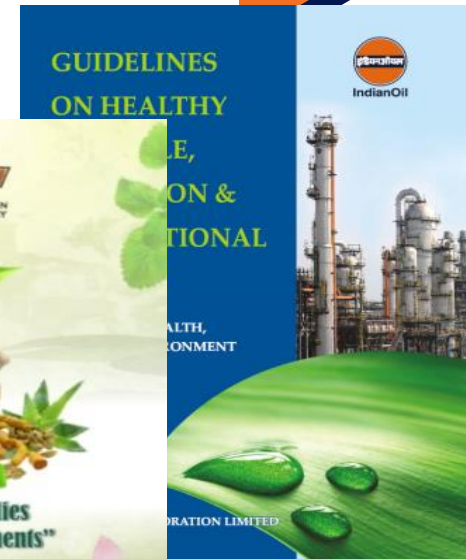
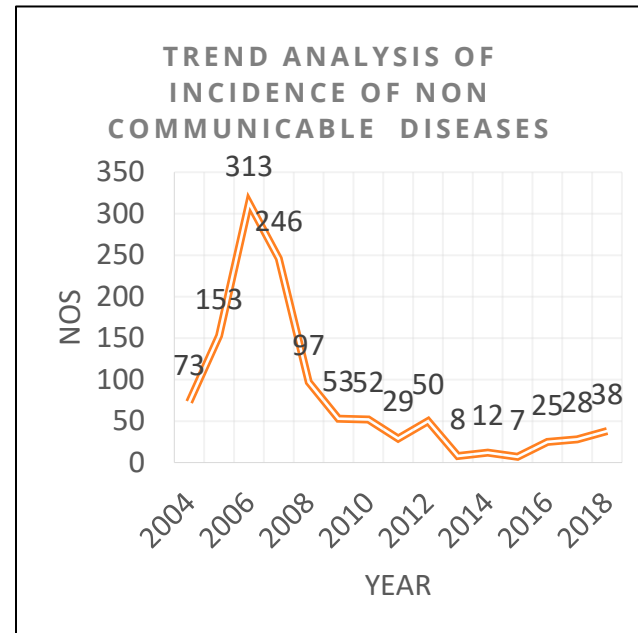
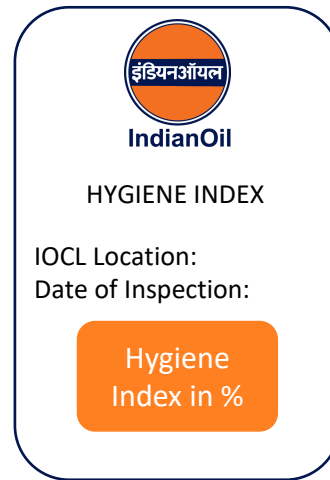


We have a Risk Management Approach to Fatigue



Canteen Hygiene Index in IndianOil

AUDIT PROCESS



Food Safety Workshops





TPM Practice was implemented in Canteens



Best Refinery Canteen Award given every year to the Best Canteen

Managing Stress & Health at Workplace

 2016 Year of Core Values  IndianOil


DIAGNOSE : BURNOUT FACTORS IN YOUR WORK LIFE

INSTRUCTIONS : Think back over the past six months of your life.
Have things changed? Do you feel different?
Think about your job... your family... your social activities.
Ask yourself the questions listed below, then give yourself a number for the appropriate response.
Add up your score.

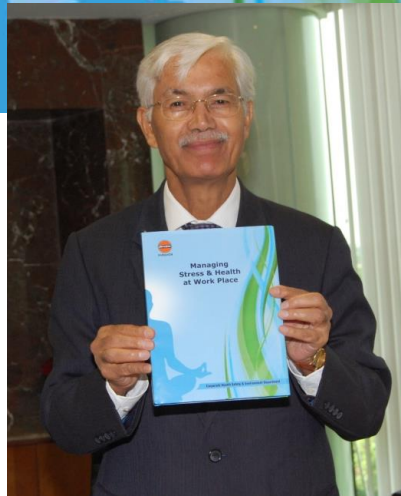
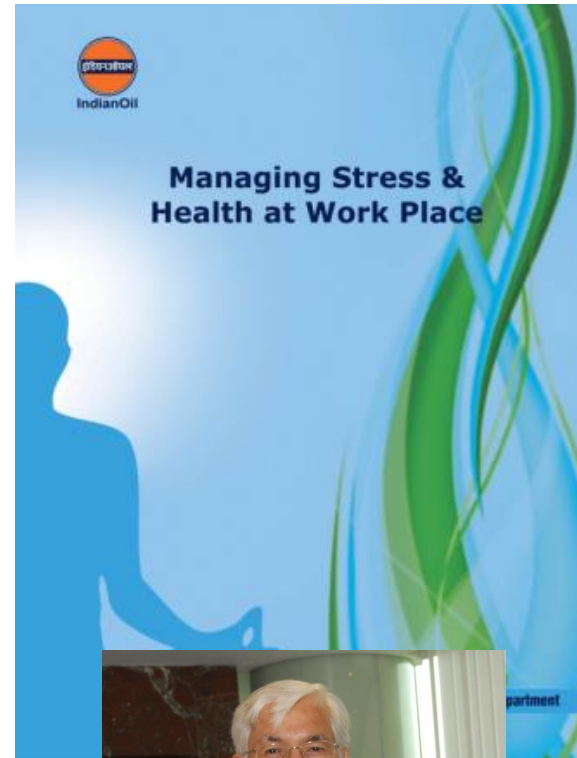
1 = no change 2 = some small changes 3 = varies from day to day 4 = more change than I'd like 5 = a great deal of change

Complete this self-inventory to determine burnout factors in your work life.

- Do you tire more easily? _____
- Have people been saying "You don't look so good lately?" _____
- Are you working harder and accomplishing less? _____
- Are you becoming cynical? _____
- Do you often feel a sadness you can't explain? _____
- Are you forgetful? (Appointments, deadlines, dates) _____
- Are you more irritable, short-tempered, and disappointed in other people? _____
- Do you see close friends and family members less than you'd like? _____
- Are you too busy to do even routine things? _____
- Are you suffering from physical complaints? (Aches, pains, headaches, a lingering cold) _____
- Do you feel disoriented when the day's activities end? _____
- Is it hard to find joy in life? _____
- Are you unable to laugh at yourself? _____
- Does personal life seem like more trouble than it's worth? _____
- Do you have little to say to people? _____

 Health, Safety & Environment Department,
Corporate Office, New Delhi

I AM RESPONSIBLE
FOR MY OWN
HAPPINESS!



Project Happiness & Wellbeing

SELF ASSESSMENT OF HAPPINESS AND OVERALL WELL-BEING

INSTRUCTIONS : ANSWER YES OR NO AFTER EVERY POINT

IndianOil

- I find difficulty in making decisions. ☐ Yes ☐ No
- I don't have a particular sense of meaning and purpose in my life. ☐ Yes ☐ No
- There is a gap between what I would like to do and what I have done. ☐ Yes ☐ No
- I feel angry or irritated often. ☐ Yes ☐ No
- I often feel alone and feel difficulty in sharing in feelings. ☐ Yes ☐ No
- I feel great difficulty in saying "no" for any work even I am occupied with lot of work. ☐ Yes ☐ No
- I don't have enough time on to follow any hobby or passion. ☐ Yes ☐ No
- I never set goals in my life. ☐ Yes ☐ No
- I don't have much time and energy to spend on relationships. ☐ Yes ☐ No
- My overall health is not so good. ☐ Yes ☐ No

Please note that this is your own confidential assessment & hence needs the integrity while answering the questionnaire for Self Evaluation.

Check Your Scores: If You Score

- **More than 7-8 Yes** : You are not Happy & Satisfied, need to take corrective actions.
- **Less than 4-6 Yes** : You are moderately happy & balanced, need to work out on various skills.
- **Less than 1-3 Yes** : You are Well organized and happy.

N.B.: Please refer to the enclosed reading material for taking corrective measures. If you are interested in having a training session for further improvement on concerned parameter, please indicate your interest to Dr Sandeep Sharma, Senior Manager Corporate HS&E, sharmasandeep2@indianoil.in, Mobile-9811750171, for arranging the program on the same. Depending upon the number of interested participants, a training session will be conducted at a suitable date and venue and shall be informed.

Health, Safety & Environment Department, Corporate Office, New Delhi

I AM RESPONSIBLE FOR MY OWN HAPPINESS!



1st PSU
to launch
"Project Happiness & Well Being"



Employee Assistance Program



- A team of Clinical Psychologists/Psychiatrists
- Toll Free Number
- Individual therapy sessions
- Personalized Employee Counselling
- Monthly Progress Reports



E-Learning Modules

Advancing a culture of Preventive Health

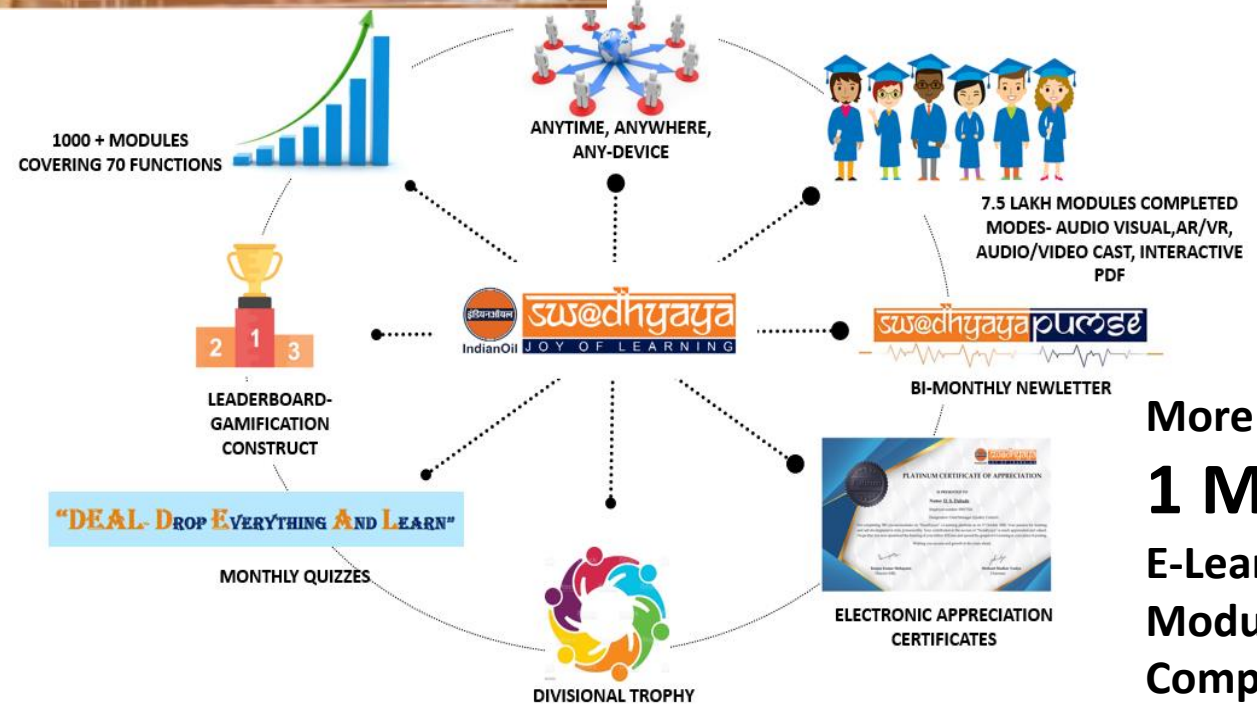
Preventing Fatigue at the workplace

Canteen Hygiene Index

Mastering the Art of Happiness

Managing Stress & Health at workplace

Integrated Occupational Health Services



More than
1 Million
E-Learning
Modules
Completed



To reach out to
millennials &
stakeholders.

Targeted Health Promotional Programs & Workshops



Happiness & Wellbeing



Breast Cancer Awareness



Health Checkup of Contractual Staff



Food safety



Stress Management at Workplace



Healthy Life Style



Health awareness for Family



Tobacco Cessation



Eye Checkup of Tank Truck Crew



First Aid for CISF



Diabetes Awareness

Digitalization of Occupational Health Services

Health Indicators Analysis

Occupational health services portal launched by Director (HR)

Mr. RK Mohapatra, Director (HR), launched the occupational health services portal developed by IndianOil IS team, in a virtual meeting attended by Divisional HR heads, HS&E heads, IS groups and Refinery Unit medical heads. This portal will be uniformly implemented across every refinery occupational health centres. Later, it will be extended across Divisions for effective health surveillance and environmental monitoring activities across the Corporation. This data shall be utilised for real time monitoring of occupational health activities, dependable data analytics and reporting.

Mr. SK Awasthi, ED I/c HS&E, CO informed that the

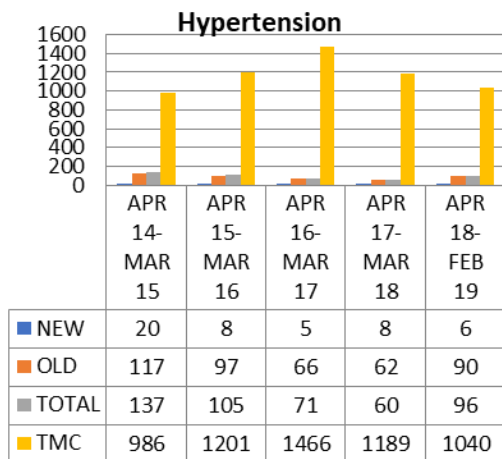


Director (HR) interacts with the IS & Medical team during the launch of the portal.

portal will embrace digital technology for documenting occupational health services data and monitoring injury/health/disease trends for prevention and control. 🌐



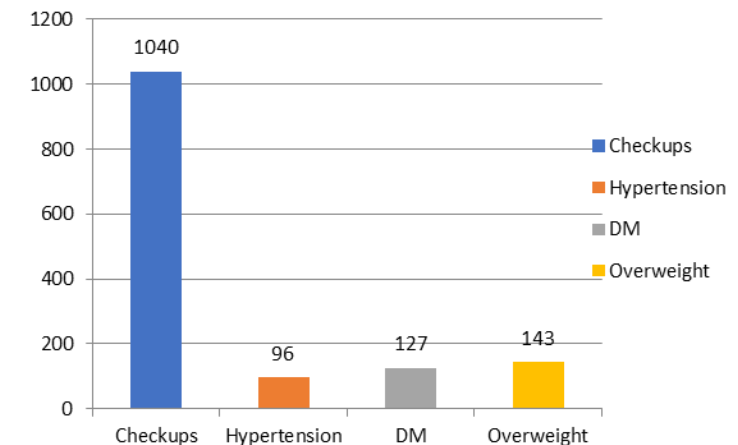
• Schedule • Examine • Analyse



Occupational Health Services Data received in our OHS Portal

Medical Examinations	Industrial Hygiene	First Aid	Emergency Medical Services	Hospitalization	Physiotherapy & Rehabilitative Services
<ul style="list-style-type: none"> Pre-employment Periodic Well person M/E Contract Workers Medical Screening Camps Health Awareness Program 	<ul style="list-style-type: none"> Industrial Hygiene survey reports Safety inspections & audits reports Environmental Survey reports Calibration records 	<ul style="list-style-type: none"> First aid cases Accident/near miss reports Occupational Injuries reported Occupational illnesses reported 	<ul style="list-style-type: none"> Emergency admissions Referrals 	<ul style="list-style-type: none"> OPD reporting Indoor admissions Lab Investigations Radiology Reports Pharmacy Consumption Medical Fitness Reports Biomedical Waste Management Data 	

April 2019 to Feb 2020



Contributing to Nation Building & Community Development



An innovative initiative of a robot “Bandicoot” for cleaning of sewers to eliminate Manual scavenging.

“Safe Drinking Water” is one of the thrust areas of IndianOil’s CSR Objective.



Providing Clean Cooking fuel free of cost to the poor families

PRESENTING THE PAST TO THE FUTURE PRESERVING OUR HERITAGE

IndianOil Foundation (IOF), a non-profit trust, was established in 2000 by the company in collaboration with the Archaeological Survey of India (ASI) and the National Culture Fund of the Ministry of Culture, Government of India, to protect and preserve our national heritage. The Foundation aims to adopt at least one Heritage site in every State and Union Territory for Development of Tourist Infrastructure Facilities. Some of its key achievements include:

Sun Temple,
Konark, Odisha

IOF developed world-class tourist infrastructure facilities next to UNESCO World Heritage site of the Sun Temple Konark.

Kanheri Caves,
Mumbai, Maharashtra

The tourist infrastructure facilities at Kanheri Caves, Mumbai, were handed over to ASI in February 2021.

The Ashoka Pillar, Kolhua,
Bihar

The tourist Infrastructure facilities at The Ashoka Pillar, Kolhua, which were handed over to ASI in January 2021.

Brihadeshwara Temple,
Thanjavur, Tamil Nadu

IOF completed the project for illumination of the entire temple complex of UNESCO world heritage site.

Bhoganandishwara Temple,
Karnataka

In FY2020-21, IOF started the construction of tourist infrastructure facilities.

Singorgarh Fort and
Associated sites, Damoh,
Madhya Pradesh

The Hon'ble President of India, Shri Ram Nath Kovind laid the foundation stone for the Conservation Works at the Fort in March 2021.

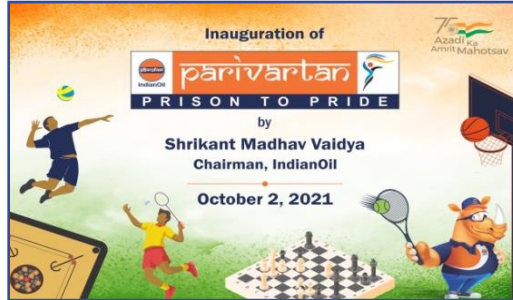


Caring with Heart: Sharing with Passion



International Day of the Elderly

Indian Oil pledged to come together to help serve and make this world a better place for senior citizens.



Parivartan (Transition)- "Prison to Pride"

Social stewardship initiative for prison inmates in sports through coaching by Indian Oil sportspersons in 22 prisons across the nation.



IndianOil Aarogyam

(providing medical facilities in approx. 140 villages. In the FY 20-21 1.94 Lakh patients were treated out of which 90,000 were females)



Assam Oil School of Nursing

(providing opportunities to young under-privileged girls)



Aids & assistive devices to Physically disabled

(providing aids such as tricycles, wheelchairs, crutches, walking sticks etc)



Sarve Santu Niramaya

(provides free health consultation & medicines to human beings and livestock)



Indian Oil Skill Development Institute

(skill development institute for under-privileged youth. 85% placement since inception)



Indian Oil Vidhushi

(providing residential engineering coaching to under-privileged girl students)

IndianOil CARES

Numerous Initiatives were taken during the new normal



Sanitisation Facilities



Food facility for Contract workers



Proper Physical distancing



110 COVID Care Centres

Policy changes –
Special Quarantine Leave/ WFH/ Attendance App

COVID Dashboard

Innovation and Engagement –
Inter Divisional Virtual Teams

Chairman and Directors interact with families of COVID affected/ recovered patients
Special focus on critical patients



Mission Vaccination @ IndianOil



Tinsukie DO



Budge Budge BP



Panipat Marketing Complex



ERPL Construction Office

Kindness Pays



Indian Oil became the Life-line of Indian people during COVID-19 by ensuring Liquid Medical Oxygen Supply in many states

Extending support to Community & Govt.

Caring for Stakeholders: Health Insurance (INR 1 Lakh) / ex-gratia (INR 5 Lakh)

Distributed 15 Lakh Sanitizer bottles, 18 Lakh Masks, 310 Lakh COVID-19 testing Kits, PPE Kits, Ventilators

Contributed 225 crore to the PM CARES fund in FY2020-21



Logistics for vaccine transportation



“During COVID-19, Team Indian Oil's commitment and resilience shined as abundant testimony to our core values of Care, Innovation, Passion and Trust.”

- Shrikant Madhav Vaidya
Chairman, IndianOil

IndianOil Contribution in OH Globally



3-6 September 2017
Sands Expo and Convention Centre
Marina Bay Sands, Singapore

Signed Vision Zero
Campaign at Singapore



Two Scientific papers
submitted by Team
IndianOil were
accepted for
presentation at ICOH
2018

XXII World Congress on
Safety and Health
at Work 2021



19-22 September 2021, Toronto, Canada

Four Scientific papers
submitted by Team
IndianOil were accepted
for presentation at The
XXII World Congress on
Safety & Health 2021



IndianOil selected as
Finalist in large Employer
Category for Global
Healthy Workplace Award
2021



Twelve Scientific papers
submitted by Team
IndianOil have been
accepted for
presentation at ICOH
2022



IndianOil : The Energy of India

(Our strong desire to establish a visionary brand, allowed us to adapt and change with time, consistently creating value for our stakeholders)

FULFILLING INDIA'S
ENERGY NEEDS FOR
OVER 60 YEARS

ENERGY ACCESS • ENERGY SECURITY • ENERGY EFFICIENCY • ENERGY JUSTICE • ENERGY SUSTAINABILITY



Rashtriya Khel Protsahan Puruskar 2021 for "Encouragement to sports through CSR", awarded by the Hon'ble President, is an acknowledgement of #IndianOil's continuous focus to promote Indian sports & is an inspiration for us to do more! - Mr. Ranjan Kumar Mohapatra, Director Human Resources, IndianOil



When it comes to serving you
No terrain is beyond our reach



“The
Company is **Destined**
for a **Great Future**”





THANK YOU

