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SHAKAMBHARI
GROUP
SteelWithin

SHAKAMBHARI ISPAT & POWER LTD.
(Formerly known as Ess Dee Aluminium Ltd.)

STANDARD OPERATING PROCEDURE

Title: Risk and Opportunity of Interested Parties			Page No. 1 of 5
SOP No.	Version No.	Effective Date	Next review date
SIPL/QAS/025	00	07.07.2026	06.07.2028

1.0 PURPOSE

- 1.1 To define a procedure for preparation, review, approval, issuance & retrieval, and assessment of risk & opportunity arising out of issues, needs and expectations from interested parties.

2.0 SCOPE

- 2.1 This SOP applies to all the functions in order to prepare, review and approve all standard operating procedures (SOPs).
2.2 This SOP applies to all the activities performed by any department at SHAKAMBHARI ISPAT & POWER LTD.

3.0 REFERENCE(S) & ATTACHMENTS

3.1 References

- 3.1.1 In-house

3.2 Attachments

- 3.2.1 Attachment-I : Risk Assessment Criteria - SIPL/QAS/025/F01/00

4.0 RESPONSIBILITY

4.1 User Department Person

- 4.1.1 To initiate the preparation of relevant risk and opportunity.
4.1.2 To prepare the data.

4.2 User Department Head

- 4.2.1 To confirm the content, correctness and detailing of data.
4.2.2 To ensure the training of the SOP to all concerned department personnel involved in implementation of the SOP.
4.2.3 To ensure the implementation of the SOP after training.

4.3 Quality Assurance Person

- 4.3.1 To check the SOP.
4.3.2 To maintain the original copy of the SOP.
4.3.3 To issue controlled copy of the SOP.
4.3.4 To maintain issuance record of SOP.
4.3.5 To retrieve the controlled copy of the SOP when it is superseded / obsolete & maintain its record.

4.4 QA Head

- 4.4.1 To approve new or revised SOP.
4.4.2 To ensure the implementation of the defined system.

4.5 Plant Head

- 4.5.1 To approve new or revised SOP.
4.5.2 To ensure the implementation of the defined system.

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<i>Calcutt</i> 05.07.2026	<i>Sharma</i> 05.07.2026	<i>128</i> 05.07.2026

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5.0 DISTRIBUTION

- 5.1 Quality Assurance
- 5.2 Quality Control
- 5.3 Production
- 5.4 Warehouse
- 5.5 Engineering
- 5.6 Human Resource and Administration

6.0 DEFINITION(S) & ABBREVIATION(S)**6.1 Definitions**

- 6.1.1 Standard Operating Procedure (SOP): A written authorized procedure which gives instructions for performing operations / activities.

6.2 Abbreviations

- 6.2.1 QA: Quality Assurance
- 6.2.2 QC: Quality Control
- 6.2.3 SOPs: Standard Operating Procedures

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7.0 PROCEDURE**7.1 Context (Clause 4.1): Understanding the Organization and Its Context**

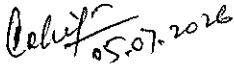
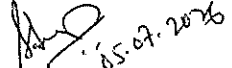
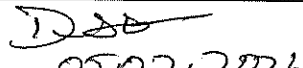
- 7.1.1 The organization shall determine external and internal issues that are relevant to its purpose and that affect its ability to achieve the intended outcomes of its IMS.
- 7.1.2 An understanding of the context of the organization is used to establish, implement, maintain and continually improve the IMS of the organization.
- 7.1.3 Internal and external issues can be positive or negative and include conditions, characteristics or changing circumstances that can affect the IMS, for example:

7.1.3.1 External issues, such as

- 7.1.3.1.1 The cultural, social, political, legal, financial, technological, economic and natural surroundings and market competition, whether international, national, regional or local.
- 7.1.3.1.2 Introduction of new competitors, contractors, subcontractors, suppliers, partners & providers, new technologies, new laws and the emergence of new occupations.
- 7.1.3.1.3 New knowledge on products & services and their effect on health and safety.
- 7.1.3.1.4 Key drivers and trends relevant to the industry or sector having an impact on the organization.
- 7.1.3.1.5 Relationships, perceptions and values of its external interested parties.
- 7.1.3.1.6 Changes in any of the above.

7.1.3.2 Internal issues, such as

- 7.1.3.2.1 Governance, organizational structure, roles, responsibilities, authorities and accountabilities.
- 7.1.3.2.2 Policies, objectives and the strategies that are in place to achieve them.
- 7.1.3.2.3 The capacities and capabilities that are understood in terms of resources, knowledge and competence (e.g. capital, time, human resources, processes, systems and technologies).
- 7.1.3.2.4 Information systems, information flows and decision-making processes (both formal and informal).
- 7.1.3.2.5 Introduction of new products, materials, services, tools, software, premises and equipment.
- 7.1.3.2.6 Relationships, perceptions and values of workers.
- 7.1.3.2.7 The culture in the organization.
- 7.1.3.2.8 Changes in any of the above.

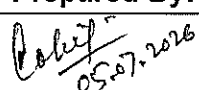
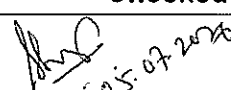
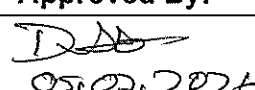
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- 7.1.4 An understanding of an organization and its context can be achieved at a strategic level by using any one, or a combination, of the following analyzing techniques:
- 7.1.4.1 **SWOT technique**, i.e. Strengths, Weaknesses, Opportunities and Threats.
- 7.1.4.2 **PESTLE technique**, i.e. Political, Economic, Social, Technological, Legal and Environmental.
- 7.1.4.3 Alternatively, depending on the size and complexity of its operations, the organization can use a simpler approach, such as "brainstorming" and asking "what if" questions.
- 7.1.5 A formal process or documented information is not required in order to satisfy the requirements of this sub-clause, but the onus is on each organization to adopt the approach best suited to its circumstances.

7.2 Clause 4.2: Understanding the Needs and Expectations of Workers and Other Interested Parties

- 7.2.1 The organization must determine the other interested parties, in addition to workers, that are relevant to the OH&S management system.
- 7.2.2 The organization must also determine the relevant needs and expectations, i.e. requirements, of workers and other interested parties.
- 7.2.3 The organization must also identify the needs and expectations which could become legal requirements and other requirements.
- 7.2.4 Interested parties in addition to workers can include:
- 7.2.4.1 Legal and regulatory authorities (local, regional, state / provincial, national or international), such as the Health and Safety Authority (HSA) / Health and Safety Executive (HSE).
- 7.2.4.2 Parent organizations.
- 7.2.4.3 Suppliers, contractors and subcontractors.
- 7.2.4.4 Workers' representatives, such as safety representatives / safety councils / health and safety committees.
- 7.2.4.5 Workers' organizations (trade unions) and employers' organizations.
- 7.2.4.6 Owners, shareholders, clients, visitors, local community and neighbours of the organization and the general public.
- 7.2.4.7 Customers, medical and emergency services, other community services, media, academia, business associations and non-governmental organizations (NGOs).
- 7.2.4.8 Occupational health and safety organizations and occupational safety and health-care professionals.
- 7.2.5 Some needs and expectations are mandatory because of their nature, being bestowed in the laws, regulations and codes of conduct.

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8.0 REVISION HISTORY

Revision No.	00	Effective Date	07.07.2026	CC No.	NA
Details of revision: New SOP					

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