

SAFETY, FIRE PROTECTION AND ENVIRONMENTAL PROTECTION REQUIREMENTS FOR
CONTRACTORS AND SUBCONTRACTORS

Electropoli Poland Sp z o.o.
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1. **Works may only be started and executed after obtaining a “Permit to perform works at the Electropoli Poland Sp. z o.o. site” (the permit can be acquired in the HSE* department of EP).**
2. The permit shall be issued after previous reporting by the contractor, subcontractor of services and verifying with the Electropoli Poland Sp. z o.o. HSE coordinator, whether the documentation is up to date and sufficient for safe performance of works (HSE training documentation, machines and devices, HSE instructions, SAHP plan, etc.), whether the works conducted have a negative effect on the natural environment and if all possible protections will be applied.
3. All works shall be conducted with current HSE, fire protection and environmental protection regulations.
4. The contractor, subcontractor shall be obligated to manage and supervise their employees and bear full liability for their employees during their presence at the Electropoli Poland Sp. z o.o. site.
5. When hazardous works are conducted, e.g. elevated works, works posing fire hazard, etc., the contractor, subcontractor shall be obligated to inform the HSE Coordinator about the character of the works that are to be executed, and equip the employees with the necessary means of protection, safety stipulated by the law for the location of works.
6. Works requiring additional licenses or tests (e.g. welding, operation of gas, electrical, thermal installations, elevated works, etc.) shall only be conducted by people holding valid certificates. Copies shall be presented to the HSE Coordinator before works commence.
7. The contractor, subcontractor shall be obliged to appoint a person responsible for the conducted works, provide the person's full name and contact phone number available 24/7.
8. The person responsible for the conducted works shall be obligated to ensure that regulations, occupational safety and health, fire protection and environmental protection principles are observed, safety measures are applied and instructions indicated in the permit are implemented.
9. After works are finished, this person shall ensure that all hazards to the surroundings are eliminated within the area of their responsibility, and that the area is left in an orderly state.
10. In the case of a working accident or other events affecting the safety of people and the environment in Electropoli Poland Sp. z o.o., immediately inform the HSE Coordinator, prepare a report on the event, prepare the required documentation, attach the relevant permit and deliver them to the HSE Coordinator.
11. The contractor, subcontractor who requires electricity, water, etc. to conduct works, shall apply, before the permit is obtained, to the Maintenance manager, for indicating a site where the media shall be provided.
12. Physical workers shall not wander away from their assigned work posts. They shall not be authorised to use devices, equipment and vehicles owned by Electropoli Poland Sp. z o.o. or other third parties. Should social needs be present (access to a changing room, eating meals, physiological needs, etc.), the subcontractor shall acquire information on the locations available and routes of traffic from the HSE Coordinator.
13. As Electropoli Poland Sp. z o.o. operates in accordance with the PN-EN 14 001 standard, every contractor and subcontractor shall be obligated to observe applicable procedures in this respect, in particular:
 - a) waste sorting - waste shall only be placed in appropriately labelled waste containers, located in the Plant hall,
 - b) all other waste generated as a result of works conducted at the Electropoli Poland Sp. z o.o. site by contractors, subcontractors must not be left in the Plant, but shall be removed by the external company conducting the works in order to neutralise or manage the waste, unless the contract states otherwise.
 - c) no substances, mixtures shall be removed to the sewerage system,
 - d) should chemical substances/mixtures be used during the works, the contractor, subcontractor shall provide relevant material safety data sheets,

- e) mechanical vehicles utilised at the Electropoli Poland Sp. z o.o. site must be in technical working order so as not to pose any hazard to the environment, vehicle engines must be turned off during parking.
14. Should a breakdown, fire or another localised danger occur, immediately inform the the Plant Director or the Technical Director, HSE and Fire Brigade 112.
15. The EP HSE Coordinator shall be available and provide additional explanation or advice
16. The HSE Coordinator shall have the right to:
- a) inspect the occupational safety and health, as well as environmental protection conditions. A short protocol may be prepared after the inspection, which shall include observed irregularities and recommendations. Failure to implement the recommendations shall constitute grounds for the HSE Coordinator to halt the works executed by the contractor, subcontractor by fault of the contractor, subcontractor,
 - b) issue orders aiming at improving the working conditions and enforcing observance of regulations and HSE principles, as well as environmental requirements, if applicable,
 - c) instruct contractors, subcontractors to remove detected accident hazards, as well as HSE and environmental protection faults,
 - d) inspect employees conducting the works and immediately remove employees who break the HSE, fire protection and environmental protection regulations and principles from work,
 - e) immediately stop works, operation of machines or devices should direct threat to the life or health of employees or other people occur, as well as in the event of direct threat to the natural environment.

These general requirements are an obligatory annex to contracts with the Contractor, Subcontractor for the order.

Failure to observe the above requirements may result in immediate stopping of works conducted at the Electropoli Poland Sp. z o.o. site, changing of the subcontractor, terminating the contract and possible imposing legal and financial consequences. Costs resulting from the interruption of works, losses and accidents resulting from the failure to observe the above requirements shall be borne the contractor, subcontractor.

HSE* - Health, Safety and Environment.