

## **Cardinal Rules**

All employees and contractors working for us have to comply with the following Cardinal Rules on Health and Safety at Work:



All Personal Protective Equipment (PPE) required for a given task must be properly used.



Equipment has to be properly isolated from all inherent energy sources and must be tested to ensure it cannot start or move prior to conducting any tasks.



Safeguards must be in place before equipment is (re)started.



Entry into confined spaces is only allowed for competent persons and with a Permit to work signed by an authorized responsible person.



Driving for the company is done in strict accordance with local laws and company Requirements (see Safe Driving Rules).



All occupational incidents are reported and investigated to identify the root causes and to set up corrective actions and lessons learned.



All relevant safety procedures, signs, warnings and emergency signals must be well known and strictly followed.



Workplace should be kept clean, tidy and safe.



Tools and equipment must be checked before use to ensure their proper working condition.



Standing in areas under suspended loads and near the operating areas of mobile equipment is forbidden.



The use of or being under the influence of alcohol or illegal drugs shall not be allowed at the workplace or during work time.



Everyone should take care about safety, take immediate actions and report all unsafe situations.

