

EHS and fire protection requirements for contractors on the site of Pratt & Whitney Kalisz

1. Definitions

- 1.1. **Company, PWK** – Pratt & Whitney Kalisz Sp. z o. o. (Limited Company)
- 1.2. **Contractor** – Any legal or natural person, not a PWK employee, who under the concluded contract performs a: delivery of a service for PWK – as provider, or delivery of materials and equipment – as supplier.
- 1.3. **EHS Coordinators** – an employee of PWK and an employee of the contractor indicated in the contract, who supervise the occupational health and safety of all employees employed at the place of work. Also, they prevent and reduce any environmental damage that could result from work.
- 1.4. **Cardinal rule** – a rule the violation of is a serious threat to life, health, or the environment.

2. Basic requirements

- 2.1. All Contractors are obligated to comply with EHS and fire protection requirements, contained in Polish law and this document, including the cardinal rules of EHS.
- 2.2. Conditions for Contractors to enter the area of PWK:
 - 2.2.1. Every Contractor's employee must complete training in EHS, fire protection and FOD (FOD – quality requirement for protection against foreign objects) before entering the PWK area. The training is in electronic form. Each Contractor's employee who enters the Company's area is obligated to perform the above-mentioned training on the Lime Access platform, available on any device with Internet access. An individual link to the training is sent by e-mail by the inviter from the PWK to the e-mail addresses provided by the Contractor. The training's validity is a maximum of 1 year, but no longer than January 31 of each next year. Completion of the training is verified at PWK reception and is a condition for entering the Company area. If the Contractor's employees do not perform the training before the start of realization of the contract, it is possible to perform the training on a tablet in the PWK reception building.
 - 2.2.2. The Contractor must ensure that he has all the necessary permits and authorizations in the field of EHS and fire protection required for the realization of the service or delivery, including:
 - current medical examinations allowing to perform work,
 - current EHS training,
 - qualification rights necessary to perform a given type of work,
 - familiarization with the risk assessment for the work performed.

PWK reserves the right to request the presentation of these documents and supervise the work of Contractors in EHS and fire protection.
- 2.3. Into every project there will be assigned two EHS Coordinators (an employee of PWK and an employee of the Contractor). Each employee can contact these people in all matters related to the safety of tasks performed described in the contract. In case of a change of coordinator, information will be sent by e-mail.

2.4. Before commencing work, the Contractor:

- Agrees with the EHS Coordinators, the program securing the realization of the project (information about securing the area against unauthorized access, about the need to stop work by PWK employees of a given area, designating places for storing rescue equipment, how to secure hazardous work, etc.) and then implements this program.
- Organize EHS and fire protection safety meetings with workers, subcontractors and EHS Coordinators to discuss work-related dangers and safety measures taken.
- Provides EHS Coordinators with the name of representative Contractor, a list of supervision employees and the total number of people employed in the realization of the service or delivery.

2.5. A Contractor performing work in the PWK area ensures that his employees have a marking (e.g., clothing) allowing easy identification of the Contractor.

3. Detailed EHS and fire protection requirements for Contractors

- 3.1.** Each Contractor's employee, before realizing the service or delivery in the PWK area, is obligated to read and follow instruction No. 57-28 - "Internal environment, health and safety requirements for contractors", together with its attachments.
- 3.2.** All Contractors are strictly obligated to wear safety glasses and safety footwear in the PWK plant area.
- 3.3.** The Contractor takes all responsibility for the consequences of accidents of its employees acting in the realization of the service or delivery. The Contractor must immediately report any accidents to the EHS department at PWK.
- 3.4.** The contractor organizes periodic meetings with its employees to discuss eventual accidents or near-miss events that have taken place in each period of service or delivery and informs them about the way to realize the corrective actions. These meetings are attended by EHS Coordinators.
- 3.5.** In all PWK areas smoking is prohibited.
- 3.6.** Contractors are obligated to comply with traffic regulations in the PWK area.
- 3.7.** In case of doubts of the Contractor regarding EHS issues in connection with the realization of the service or delivery, the Contractor should immediately contact the EHS Coordinators.
- 3.8.** The Contractor may not use machinery, devices or equipment owned by PWK without the permission from EHS Coordinators. In addition, the Contractor must complete training in the operation of these machines.

3.9. Contractors are obligated to comply with instruction No. 91-04 - “Use of electronic equipment in the PWK area”.

3.10. If the Contractor fails to comply with the EHS and fire protection regulations, the Company has the right to immediately terminate the contract/delivery with the Contractor.

4. Cardinal rules

Contractor's employees are obligated to strictly comply with the cardinal rules of EHS applicable in the PWK area. These rules are:



Fall protection - If the work is performed at a height of 1 meter or more, then contractors must use fall protection.



Machine guarding - Contractors during the use of machines, devices equipped with guards or other protections, may not tamper with, or disable the guards of these machines / devices.



Control of hazardous energy - Before starting repairs, renovations, overviews or other service and repair work on the machine or device it is necessary to follow machine/equipment specific energy control procedures to bring all forms of hazardous energy to a Zero Energy State and secure them prior to performing work on machines or equipment.



Electrical safety – Contractors must use Ground-Fault Circuit Interrupter (GFCI) for all electrical tools and equipment.



Confined spaces – Work in confined spaces may be performed only by employees that have obtained permission to enter the confined space, are professionally trained and familiar with the instructions for working in confined spaces (Instruction no. 57-84).



Powered industrial vehicles – Operators of powered industrial vehicles must have the required license, be trained, use vehicles safely and comply with traffic regulations.



Hoist and crane – Contractors must use appropriately rated devices and safe lifting techniques for all rigging hoist and crane lifted loads.

5. Contractual penalties

5.1. PWK reserves the right to impose contractual penalties on the Contractor in accordance with the following rules:

5.1.1. For violation of the EHS and fire protection rules resulting from this requirement and the rules resulting from law regulations accorded to EHS and fire protection, PWK can impose a contractual penalty on a Contractor, his employees, subcontractors or other people and entities with whom the Contractor will cooperate in the realization of the service or delivery – in amount of 1,000.00 PLN (one thousand zlotys) for each such violation.

5.1.2. For each single violation of the Cardinal Rules – in the amount of 3,000.00 PLN (three thousand zlotys) for each such violation.

5.2. PWK has the right to claim compensation on the general rules of the Civil Code if the damage suffered exceeds the amount of contractual penalties reserved.

In case of:

- 1) imposing at least two contractual penalties for violation of the EHS and fire protection rules specified in this paragraph or
- 2) occurrence of at least one violation, which effect is heavy body damage (in the meaning of art. 3 point 5 Act of social insurance for accidents at work and occupational diseases of 30 October 2002. - Dz.U. 2002 nr 199 poz. 1673) or fatal accidents, PWK has right to immediately terminate the Contract.