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Regulation – General health, safety and environmental regulations for contractors for the execution of assignments for Langerlo-Vilvoorde ltd					
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1. Objective

The objective of this document is to describe the health, safety and environmental regulations for the contractors in further detail. It is intended to allow contractors to give their workers - and the workers of any subcontractors - the necessary information regarding the risks and the measures that are applicable at the Langerlo-Vilvoorde ltd facilities regarding the health and well-being of workers during the execution of their assignment, as well as to inform them regarding the environmental legislation.

The measures below relate to the assignments that are executed upon request by or at the expense of Langerlo-Vilvoorde ltd at one of the sites of Langerlo and/or Vilvoorde.

The contractor is obliged to pass this applicable information to its workers and any subcontractors and independent workers so that all works, deliveries and services contracted by Langerlo-Vilvoorde ltd, by contractors, subcontractors and their respective workers can take place under safe circumstances and in accordance with these regulations.

2. Definitions

Langerlo-Vilvoorde ltd

Company that acts as principal.

L-V technical manager

Worker of Langerlo-Vilvoorde ltd who, in the order and/or during the kick-off meeting, is appointed as the contact person for the contractor for that one specific assignment. The person in question is regarded as the principal in the framework of the law on well-being at work of 4 August 1996.

Security service

Company appointed by Langerlo-Vilvoorde ltd for the purpose of security.

Contractor

The natural or legal person with whom the principal has signed the contract. The term contractor can relate not only to a contractor, but also to a supplier, a manufacturer, an installer, etc.

Subcontractor

Company that has an agreement with the contractor for the execution of a specific assignment.

Works manager of the contractor

Worker of the contractor who is responsible for the execution of a specific assignment. The person in question is regarded as a "third employer" or independent worker in the framework of the law on well-being at work of 4 August 1996.

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All valid legal stipulations regarding health and safety are applicable, including:

- The law of 4 August 1996 “concerning the well-being of workers during the performance of their work” and its executory decisions;
- the Code¹;
- the RGPT²;
- the RGIE³;
- the RD of 25 January 2001, amended by the RD of 19 January 2005, regarding temporary or mobile building sites;
- the RD of 22 June 1999 that determines the safety guarantees that must be offered by appliances and safety systems intended for use at sites where there might be a risk of explosion (ATEX)
- the RD of 26 March 2003 regarding the well-being of workers that could be at risk due to explosive atmospheres (ATEX)
- the law of 30 April 1999 “on the employment of foreign workers” and the RD of 9 June 1999

All relevant legal stipulations regarding the environment are applicable, including:

- VLAREM (I&II)⁴, VLAREA⁵, VLAREBO⁶ and the applicable decrees;
- the federal legislation;
- the applicable European regulations.

3.1.2. Smoking prohibition

The RD of 19 January 2005 “regarding the protection of workers against tobacco smoke” explicitly prohibits smoking at any work site with the exception of those in the open air.

At the sites in Langerlo and Vilvoorde, there is a blanket smoking prohibition, including in vehicles. Smoking is allowed only in the specific “smoking shelters”.

3.1.3. Temporary workers

Langerlo-Vilvoorde ltd does not except any temporary workers among the staff of the contractor at its sites. If due to particular reasons, the contractor does use temporary workers for activities, it must request prior approval for this from the site manager, giving the reasons why.

¹ Code Belgian Code on well-being at work
² RGPT General Regulation on Industrial Safety
³ RGIE General Regulation on Electrical Equipment
⁴ VLAREM Flemish regulation on environmental permits
⁵ VLAREA Flemish regulation on waste prevention and management
⁶ VLAREBO Flemish regulation on soil decontamination

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The allowed activities follow the stipulations outlined in the RD of 19 February 1997 that set out the measures regarding the health and safety at work of temporary workers, as well as the other applicable laws.

In that case, the co-contractor must submit a list of the temporary workers to the L-V technical manager before the start of the work and upon every change. The company that is employing temporary workers is also responsible for their safety and well-being, in accordance with the applicable laws in that respect.

3.1.4. Work times

The work time may not exceed the number of hours per day and per week as determined by law.

3.1.5. Management systems (BCA, BCU, OHSAS, ISO 14001)

Langerlo-Vilvoorde ltd opts as much as possible for contractors that apply a BESAC, VCA or OHSAS management system with regard to safety.

In this case, the subcontractors must have a certified safety management system.

Given the fact that the sites have developed an environmental management system (ISO 14001), the contractor must strictly follow this system. Procedures and instructions are available on request.

Langerlo-Vilvoorde ltd opts as much as possible for companies that apply an ISO 14001 management system regarding environmental issues.

4. Responsibility from the contractor

The contractor is responsible for the health, safety and environment for the assignments with which it is entrusted. The contractor has management and authority over its workers and its subcontractors. It must take all measures to ensure this. The health, safety and environmental regulations included in this base document must be enforced among its workers, and contractually among its subcontractor(s). The contractor is responsible for its workers following the regulations, as well as for its subcontractors in turn enforcing these regulations among their workers.

The contractor must guarantee that its workers have the required technical skills and that they have suitable work tools (WTs⁷), collective (CPE⁸) and personal (PPE⁹) protective equipment, and that they also use these tools correctly at the sites where needed and at the times when needed.

The contractor is liable for the damage caused by its workers and its subcontractors. It shall indemnify Langerlo-Vilvoorde ltd against all claims by third parties in this regard. To cover the liability, the contractor shall subscribe to the necessary insurance policies.

The contractor shall inform the L-V technical manager, if necessary first verbally, then as soon as possible **in writing**, of any circumstance that makes it impossible for it to carry out its assignment under safe conditions in accordance with the applicable regulations and stop the work.

⁷ WT's
⁸ CPE
⁹ PPE

Work tools: machines, equipment, tools, installations (e.g. lifting equipment, machines, ladders)
Collective Protective Equipment: handrails, balustrades, etc.
Personal Protective Equipment: gloves, hard hat, safety glasses, etc.

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Possible supervision by the L-V technical manager or by another department of Langerlo-Vilvoorde ltd limits itself in principle to the execution of the contract, and does not result in any transfer of authority or responsibility. However, in the interest of the health and safety of its own workers and in the importance of the environment, the L-V technical manager or another department of NV Langerlo-Vilvoorde has the right to inspect the work, the use of unsafe material, to prohibit the use of tools and/or working methods, and to stop the work until the cause has been removed.

The contractor, its representatives (coordinator, safety officer, etc.) or subcontractors are not entitled to any compensation insofar as they are responsible for causing the unsafe situation.

If the contractor does not comply with its obligations regarding the well-being of workers and with regard to respect for the environment, Langerlo-Vilvoorde ltd can, after written notice of default, implement all necessary measures at the charge of the contractor. This can go as far as removing the contractor in question and its workers from the premises. The contractor must immediately replace any member of staff if the L-V technical manager is of the opinion that that member of staff might compromise the proper execution of the assignments, either through not being fit for the job, through ill intent or evident inappropriate behavior. If the contractor uses subcontractors, the contractor must also enforce these stipulations contractually among its subcontractor(s).

The guidelines and advice that the L-V technical manager gives to the contractor about the implementation of the various regulations in no way release the contractors' exclusive responsibility. In this regard, the contractor renounces any right to make any claims against Langerlo-Vilvoorde ltd or to hold the company co-liable for this.

5. Organization of the assignments

5.1. Information duty

Before starting the assignments:

- the contractor shall appoint a works manager of the contractor through whom all communication shall take place
- the contractor shall, if the nature of the activities involves specific risks, communicate these risks to the L-V technical manager and, if necessary, to other present contractors, to allow them to take the necessary measures to protect their staff and the environment. This also applies in the case of specific risks related to the materials, machines and equipment used by the contractor. The contractor must communicate the health, safety and environmental measures it has taken to the L-V technical manager via its Health, Safety and Environment prevention plan
- the contractor shall go on site to visit the premises where the assignment has to be carried out in order by so doing to get to know the working conditions, so that it can take all the necessary health, safety and environmental measures based on a risk analysis. It shall communicate this to the L-V technical manager via its Health, safety and Environment prevention plan ("risk analysis contractor").

5.2. Identification and access

5.2.1. Identification of contractor and workers

Every contractor is obliged, before the start of the assignments, to hand in a document to the L-V technical manager with identification details; see doc annex 1. If subcontractors are used, the document needs to be drawn up per subcontractor and signed by the

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subcontractor in question **including the name of the contractor with which it has signed an agreement.**

Regardless of other contractual stipulations, a “**work permit**” or **work card** is required for all non-EU workers before the start of the work.

Limosa declaration

- The Limosa declaration is a prior electronic declaration of all workers, trainees and independent workers who come to Belgium to work on a temporary basis.
- Practically:
 - a Limosa declaration is required for:
 1. workers who usually work in a country other than Belgium, and who to come to work in Belgium;
 2. workers who have been hired in a country other than Belgium, and who to come to work in Belgium;
 3. trainees who do a full or partial traineeship in Belgium in the framework of a study program or professional training abroad;
 4. independent workers who come to do an independent activity in Belgium on a temporary basis, without staying in Belgium permanently.
 - the Limosa declaration must be completed before those workers arrive on site (www.limosabe.be).

Upon their arrival at the guarded entrance and exit, the access check shall verify whether the workers of a foreign company or independent workers who carry out an activity in Belgium have a Limosa declaration.

5.2.2. Access

Access to the power station, to the buildings or to the terrains of Langerlo-Vilvoorde ltd is given only to persons, vehicles and goods who/which are required to be there for strict business reasons, and then only during the period required for the execution of the assignments.

Persons under the influence of alcohol, drugs or medication may not access the terrains.

It is prohibited to bring or use alcoholic beverages, drugs or other narcotics. It is also prohibited to bring weapons onto the site.

The security service is entitled to inspect vehicles, loads and personal bags.

In order to bring in or take out equipment or materials, the works manager of the contractor shall complete the necessary documents. Forms are available from the L-V technical manager or the security service.

All workers of the contractors must present themselves to the security service at the gate to the site, and must be in possession of the identity papers and the required personal protective equipment (safety glasses, hard hat, shoes, etc.) on them.

For the workers of the contractors and subcontractors, there is an additional, prior inspection, in one of the four following European languages (Dutch - English - French - German), of the effective knowledge of the special regulations and health, safety and environmental regulations. There can be no claim for damages whatsoever if a worker is refused entrance. The presentation about the safety regulations can be requested upfront via the L-V technical manager. The minimum score for access to the installations of nv Langerlo-Vilvoorde is 70 %.

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In addition, they shall have to complete a request form to obtain an electronic access badge. This badge is strictly personal and must be returned at the end of the assignment. A charge shall be made for badges that are not returned.

With regard to the social security, all the required documents must be presented. The security service shall appoint a parking space.

For the sites in Vilvoorde, only vehicles that are strictly necessary for the work to be carried out or for the delivery and/or collection of materials or equipment are allowed on the terrain, and then only for the period that is strictly required for the work or for the delivery and/or collection. For this, an access permit has to be requested via the L-V technical manager. It is the site manager or a representative who gives his or her approval.

The Belgian highway code applies, as do the local right of way regulations and the prohibition and enforcement signs.

Outside of working hours, no rolling material, used by the contractor in the power station, on the terrains or along the roads on site, may be parked without the explicit consent of the L-V technical manager and only if the special safety signing has been attached by the contractor.

The access roads to the terrain must at all times be kept clear, not only for arriving and departing workers, but also for visitors or the emergency services (such as the fire brigade).

5.2.3. Photography – Filming – Cell phones – Similar devices

Photography, filming or making video recordings - even by cell phone, PDA or similar devices - is allowed only via a "written certificate" issued by the site manager.

The use of cell phones and all other devices in the same broadcasting range (Bluetooth, WIFI, etc.) is strictly prohibited in the vicinity of electronically sensitive equipment.

6. General safety regulations


6.1. Coordination of the work

The works manager of the contractor and the L-V technical manager must cooperate for the execution of the measures regarding health, safety, hygiene and the environment, and must coordinate their actions. In the case where workers of both nv Langerlo-Vilvoorde and the contractor are employed at the same site, the health, safety and environmental regulations must be determined in consultation with the L-V technical manager.

Langerlo-Vilvoorde nv shall coordinate the external companies and assure the cooperation between these companies and nv Langerlo-Vilvoorde. The contractor undertakes to cooperate with nv Langerlo-Vilvoorde and the other contractors for taking the measures regarding the well-being of workers and the respect for the environment during the execution of the assignment.

For assignments (among other things overhauls, etc.), one or more coordination meetings shall be organized in order to assure proper coordination of the health, safety and environmental measures. Each party may be assisted by an expert. There shall always be a meeting when the site is opened, at which the presence of the contractor(s) and the subcontractor(s) is required.

All relevant instructions and decisions regarding health, safety and environment that are made during these meetings shall be established in writing and come into effect instantly.

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6.2. Work permit

The work can only start after the L-V technical manager has issued a work permit and in particular after discussing the required management measures and the internal rules regarding the organization of the assignments and the tests. Work may only be carried out while the manager of the contractor is in possession of a valid work permit.

It is strictly prohibited to manipulate installation parts (valves, pumps, etc.), unless explicit permission has been given for this via the work permit. The permission to manipulate is canceled once the work permit has been returned to the L-V technical manager.

The work permit is subject to a risk analysis consisting of two parts, which form the basis for the prevention measures. The first part is carried out by the L-V technical manager and the second part by the works manager of the contractor including the risks of its activities and those of any subcontractors it may have.

Work in confined spaces requires special attention and must be prepared with the L-V technical manager, in accordance with the procedure that is in effect.

6.3. Fire permit

The Fire Permit is a document that has to be present, in addition to the work permit, at the work station during work with an increased risk of fire, such as welding, cutting, grinding and roofing works. The fire permit includes the results of a risk analysis and is only valid for one location for one day at most.

In workshops, a permanent permit can be given to work with fire. This permit must be requested from the L-V technical manager and displayed in a clearly visible location at the workshop.

It also contains regulations that must be adhered to in order to prevent the start and spread of fires (also after the work) through an adequate protection of the workshop.


6.4. Language

During the entire duration of the assignment, the contractor must be represented by a manager on the site. This manager must be sufficiently fluent in the language of the language region where the assignment is being carried out that he or she can easily understand all verbal and written instructions in the language of the L-V technical manager in question.

Every worker of the contractor that executes work on his or her own must be competent in at least one of the following languages: Dutch, English, French or German. For workers working in a team it is sufficient for one worker of each team to know one of the basic languages and the language of the other workers.

Any contractor using subcontractors shall oblige those subcontractors to have the same language knowledge in relation to their manager or their respective workers.

If the contractor cannot meet all of the language requirements outlined in the previous paragraphs, the site manager or somebody appointed by him or her shall have to carry out an evaluation. Only after taking the required measures shall he or she allow the contractor to access the site or stop the contractor from accessing the site respectively.

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6.5. Temporary of mobile building sites (RD 25 January 2001 – 19 January 2005)

For assignments for which these RDs are applicable, the contractors, as well as the subcontractors and independent workers that the contractor uses, must follow the specific obligations of the guidelines included in this document, namely:

- stipulations applicable to all building sites (department VI);
- application of the general prevention principles (art. 50 and minimum regulations in annex III);
- cooperation and communication between all parties at the building site regarding prevention and protection (art. 51);
- respect of the instructions given (art. 52);
- use of the appropriate work tools (art. 53);
- use of the appropriate PPE (art. 53);
- notification by the building management of any and every severe accident to the authorized official for work safety within the given term and according to the legal requirements (art. 54).

The health, safety and environmental plan, drawn up for the building site, as well as the guidelines of the coordinator must be followed strictly by the contractor (as well as by any subcontractors and independent workers).

For “large site installations”, the contractor must discuss its proposal in good time with the L-V technical manager regarding the implementation of all temporary installations, the necessary electrical mains voltages and electrical currents, and other utility facilities.

6.6. Skill certificates, safety functions medical certificates

All persons occupying a safety function, a function with increased vigilance or an activity with a specific risk (drivers and operators of cranes, vehicles, lifting equipment, etc.), as defined in the law of 28 May 2003 (art. 2.1°, 2.2° and 2.3°), must be in possession of a technical skills certificate and a valid medical fitness declaration issued by a company physician. The machines, equipment (among other things lifting equipment, cranes, etc.) and vehicles may only be operated by these authorized persons.

At the kick-off meeting, the contractor shall submit a list in which it indicates the skills or specialized skills in which its workers have been trained.

6.7. Choice and use of work tools (WTs)

Only the WTs which, taking into account the conditions and risks relating to the environment in which the job is being carried out (such as water, shocks, heat, cold, dust, explosive atmosphere), meet the health, safety and environmental requirements may be used. These WTs must be adapted to the user, well maintained and in good condition.

The approval or inspection certifications issued by an inspection agency authorized in Belgium must at all times be present with the WTs in question, so that they are available for the L-V technical manager, the external department for technical inspections at the workplace and the supervising official.

All WTs that need to be certified must be clearly marked to facilitate the above-mentioned inspections. If the contractor or subcontractor is VCA certified, then the expiry date must be clearly indicated on these WTs according to the methods of question 10.2 VCA (version 2008).

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The organization of the site, including the installation of the equipment and the machines, may not hinder the operation of the site. Storage of material may only take place in those locations indicated by a manager appointed by the L-V technical manager.

At the end of the working day, all the contractors' WTs shall be protected against misuse. Loose items shall be removed from the work site or shall be securely fixed down. The contractor is obliged to safeguard the storage and the safekeeping of the WTs to avoid them disappearing. In the case of disappearance, nv Langerlo-Vilvoorde cannot be held liable in such regard. In any case, the necessary precautions must be made to ensure that no hazardous situation arises from inclement atmospheric conditions, such as storms and lightning.

All work tools must be used according to the manufacturer's instructions, so that workers are never put in danger.

The electrical welding equipment:

- must meet the RGIE art. 57-RD of 30 January 2004;
- the inspection certificate may not be older than one year.

6.8. Working in spaces with a risk of explosion

For work in explosion zones, the contractors must check with the L-V technical manager about the situation in these zones and comply with the ATEX directive (see the RD mentioned in 2.1.1). In addition, a permit is required to carry out work, as well as a risk analysis before work in these zones starts. The preventive measures (e.g. the use of anti-static shoes and work clothing, the use of electrical appliances with EX protection levels) are applicable, and specific tools (e.g. compressed air appliances) must be used.

Before the start of the work, authorized workers must always carry out a prior inspection regarding explosion safety.

6.9. Working on river water circuits

For work whereby exposure to biological agents is possible, a risk analysis must be carried out every time in cooperation with the L-V technical manager.

In order to prevent *Legionella* and *Naegleria fowleri* contamination, adapted breathing protection must be worn at all times when carrying out work whereby aerosols can be released.

For long interventions, the use of a pressured air mask or a ventilated hood is compulsory

6.10. Scaffolding

Applicable legislation

- RGPT, art. 434 and Code, Section IV, Chapter II, part IV, "Work tools for temporary work carried out at a height"
- European directive 2001/45/EC ("social" directive) and its transposition into Belgian legislation, Royal Decree of 31 August 2005 regarding the use of work tools for temporary work carried out at a height.

Scaffolding may only be used for the purposes for which it was built. It is prohibited for users of the scaffolding to make structural changes to the scaffolding. Abuse shall be sanctioned. If the scaffolding does not have a valid inspection certificate, it may NOT be climbed.

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The scaffolding is constructed in such a way that it does not pose additional risks to the workers that have to move around it (e.g. non-accessibility of emergency exits).

The scaffolding is inspected every week or after every change by a person authorized to do so. This person completes the inspection certificate, which is attached to the scaffolding.

The user of a scaffolding must have had training, which gives him or her the knowledge and skills required for the execution of his or her tasks, such as:

- prevention measures for the risks of persons or objects falling;
- the conditions regarding permissible load;
- safety measures during changing climatic conditions that could impact the safety of the scaffolding in question.

For work such as sandblasting work or cleaning work, perforated floor plates are used and the scaffolding must be subject to extra regular inspections for the presence of waste on the scaffolding floors. The user is and remains responsible for the original state of the constructed scaffolding.

Before climbing scaffolding, it is imperative to:

- check whether there is an inspection certificate and whether it has been fully completed;
- visually check whether it is safe to climb the scaffolding.

6.11. Use by the contractors of work tools that are the property of Langerlo-Vilvoorde ltd

The contractor must bring the required WTs based on the information given (order) and the work to be carried out. The same goes for the subcontractor.

The WTs of Langerlo-Vilvoorde ltd may only be used after authorization from the L-V technical manager and after receiving the appropriate written user instructions. The contractor using the WTs undertakes first to inspect their good condition and operation, and their use is at its own risk and responsibility. During the entire duration of use, it is entrusted with the supervision of the material, as outlined in art. 1384 par 1 of the Civil Code. It must return the WTs after use or after ending the assignments, in the case that they are lent out for the entire duration of the contract, and in the same condition as when it received them. WTs that are not handed in at the end of the assignments or that are damaged shall be replaced or repaired at the cost of the contractor using them. Langerlo-Vilvoorde ltd reserves the right to have the contractor sign a document when receiving the equipment lent out.

6.12. Choice and use of Collective Protective Equipments (CPE)

6.12.1. Signaling and fencing

The contractor is obliged to attach - and responsible for attaching - the necessary signaling and fencing as foreseen in the stipulations of the Code, Section III Chapter I, Part I. It must also follow the procedures of Langerlo-Vilvoorde ltd.

6.12.2. Fencing of workstations, pits, floor openings

The contractor is obliged to and responsible for

- installing collective protective equipment, such as handrails and safety nets (RGPT art. 434)

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- the screening off of tools and machines (RD of 12 August 1993 “regarding the use of work tools”).

If it is technically impossible to provide collective protective equipment, the contractor must provide personal protective equipment by way of substitution.

The surface of all work that could endanger the workers on a floor other than the one on which the work is taking place must be marked off by means of signaling. The purpose of the signaling, the name of the company and the manager, as well as the latter's telephone number (cell or pager) must be indicated at one or more places on the signaling. A fence is inaccessible and if persons have to enter that zone, one or more access points must be installed.

After completing the assignments, all fences, balustrades, railings, etc. must be returned to their original state by the contractor, unless agreed otherwise with the L-V technical manager.

The contractor must point out every hazardous obstacle on the site to its L-V technical manager.

6.13. Choice and use of Personal Protective Equipments (PPE)

The contractor gives its workers the required work clothing and protective equipment in conformity with the precautions that are in effect, in order to allow the workers to do their job under safe circumstances. It shall assure that **its workers wear them** and have been trained in their use.

In all working spaces and technical installations, the wearing of safety shoes and safety glasses is compulsory, unless agreed otherwise. In the technical installations, it is also compulsory to wear a safety hard hat (with the name of the employer and the name of the company).

In addition, the contractor provides protective equipment that is adapted to the risks related to the execution. E.g. for grinding work, fire-resistant clothing and a full face mask or safety glasses are required.

It is also the responsibility of the contractor to check that the obligation to wear the PPE is being complied with.

6.14. Hazardous products

6.14.1. General

If the job can lead to the use of or contact with hazardous products, (chemical, carcinogenic, mutagenic and biological agents), the contractor must strictly comply with the stipulations of the Code, Section V, “Chemical, Carcinogenic, Mutagenic and Biological Agents”.

During each service provision, the contractor must provide a list of all products used and their location, as well as the MSDS sheet. When changing the product or changing the technical characteristics of the product, Langerlo-Vilvoorde ltd must be informed as soon as possible and a new MSDS sheet must be provided for the approval of the product.

The use of hazardous products must be discussed during work preparations with the L-V technical manager.

Langerlo-Vilvoorde ltd requests that products be used that are indicated in the list of “approved products” which it maintains.

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If it is necessary to introduce a new hazardous product that is not yet permitted, the relevant approval must be requested 15 days before introduction of that product from the L-V technical manager based on the MSDS sheet⁷. This sheet, together with the application in Dutch, is submitted to the relevant safety department for investigation.

Together with the application, the contractor communicates the licenses (if applicable) and the maximum allowed quantities of the hazardous products. These hazardous substances must be limited in order to be able to respect the legislation in force and the operational permit for the site.

6.14.2. Storage

The hazardous products must be stored in specific solid recipients, manufactured from a substance that can withstand the product. These recipients must have the required label and symbols, Risk and Safety Statements, in accordance with the legal stipulations.

The temporary storage must meet the legal requirements and the regulations of Langerlo-Vilvoorde ltd. In particular, hazardous liquids, flammable substances and fuels are stored in either double-layer metal tanks or in/on collection tanks with a capacity that corresponds to the stored volume.

The storage of flammable liquids must take place in well-ventilated areas which usually have no fire risk.

6.14.3. Insulation material

The insulation material used may not be of categories 1 or 2 according to European directive 97/69/EC.

In some places in the installations, there is still asbestos present. For both sites, there is an asbestos inventory, which can be requested from the L-V technical manager. There is also an inventory for "ceramic" fibers.

6.15. Fire protection**6.15.1. Prevention**

The opening of fireproof openings is only allowed to fight fire.

Cleaning work using water must be carried out using hoses other than those used for fire fighting.

The evacuation doors must at all times be completely free of obstacles.

Fire extinguishers, hydrants and reels must at all times be completely free of obstacles and fully visible.

The risk of fire must at all times be kept AS LOW AS POSSIBLE through the following measures:

- materials with high fire risk (wood, paper, oil, highly flammable products) must not be stacked in the buildings;
- absorption cloths drenched with oil must at all times be placed in the specially provided closed metal tanks (danger of self-ignition);

⁷ MSDS: material safety data sheet

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- highly flammable products must at all times be stored in a safety container, equipped with an easy-to-read label and only in small quantities.

6.15.2. Fire doors

After they have been opened, fire doors must always be closed again!

6.15.3. Fire protection

Anyone who notices smoke or a fire must immediately call the emergency number 4444 to report the situation.

If the worker has been appropriately trained, he or she may, **without putting himself or herself at risk**, start to put out the fire with the most appropriate fire fighting material (fire extinguisher, wall reel, etc.). Seeing that the worker is not a fire fighter, it is highly recommended that he or she be assisted by another trained person when fighting a fire in the installations.

When fire extinguishers are used, this fact must at all times and as soon as possible afterward be communicated to the L-V technical manager.

7. Hygiene

Contractors that are allowed to set up a site vehicle and/or shed on the terrains can be obliged to provide the necessary sanitary installations for their workers, including chemical WCs. These must be kept clean. The arrangement and installation of these vehicles and sheds must be carried out in accordance with the regulations agreed with the L-V technical manager.

The contractor is obliged to maintain the order and cleanliness of the rooms and the installations.

It is not allowed to eat meals in the buildings, with the exception of those areas specifically set aside for the purpose and while wearing clean work clothes.

8. Environmental precautions

The environmental precautions included in the various regulations (see chapter 3.1.) must be strictly complied with.

8.1. General Information

Before starting an activity, the contractor must identify the environment aspects thereof, determine the important aspects and evaluate the possible impact. Points of attention are continuous and dispersed emissions in the air, discharges into the water and/or the soil, the use of raw materials, of natural resources and of energy, the local problems and the problems in the immediate vicinity, the waste and the subproducts; this approach must in any case take into account the normal working conditions, as well as the conditions when starting and finishing the work.

8.2. Waste and excess materials

The basic principle is and remains: maximally separated waste flows. At every site, there are containers or specific recipients for the collection of the various types of waste.

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The contractor shall undertake the necessary measures to prevent the waste generated from being dispersed during inclement weather conditions.

The contractor is also responsible for the regular removal and the transport of the excess material from its work.

If no specific agreements have been made in the order, the following agreements apply:

- If the waste generated is inherent to the activity of the contractor and does not come from the installations of nv Langerlo-Vilvoorde, the contractor is the generator of the waste and therefore charged with guaranteeing its management in accordance with the legal regulations in effect. If it fails to do so, the L-V technical manager shall have the waste collected at the contractor's expense.
- If the waste generated is inherent to the activity of the contractor, but comes from the installations of Langerlo-Vilvoorde ltd, nv Langerlo-Vilvoorde is the generator of the waste and the company is therefore responsible for its management in accordance with the legal regulations in effect. However, the contractor undertakes to comply with the internal rules regarding waste that are in effect on the site.

The quantity of packaging must be limited insofar as possible; excess packaging must be avoided.

Demolition materials and installations that are sold to third parties must be inventoried before the demolition. During the inventory, the future destination or the manner in which they will be processed must be indicated.

8.3. Air emissions

If during or after the work, emissions of the air can occur, the contractor must inform the L-V technical manager in this regard. The contractor must comply with the legal emission levels.

8.4. Protection of the soil and water

During the work, the contractor must take all measures to avoid soil and water contamination; these measures are identified with the L-V technical manager, in accordance with the legal requirements and the internal prescriptions.

It is prohibited to discharge any hazardous product whatsoever (solvents, chemical products) into the drainage system, the cooling water circuit or the rainwater circuit

If contamination should nevertheless take place accidentally, measures must be taken to limit its dispersion. The contractor shall inform the L-V technical manager. Langerlo-Vilvoorde ltd shall charge the costs for the removal and processing of the contamination to the contractor.

8.5. Environmental incidents and accidents

In case of an incident that can have an impact on the environment (flue gases, fumes, spillage, contamination of the soil, contamination of the drainage system, of waterways, noise, etc.) must immediately be reported to Langerlo-Vilvoorde ltd via the emergency number 4444. All measures to limit the damage must be taken as soon as possible.

The utmost attention must be paid to those preventive measures that are in place to reduce to a minimum situations that could lead to an environmental catastrophe.

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All environmental incidents and accidents must be analyzed. A fact tree analysis must be made. A report must be sent to the L-V technical manager as soon as possible and at the latest one month after the incident or accident.

This report must contain at least the following information:

- the date and time of the incident or accident;
- the installation where the incident or accident took place;
- the activities that usually carried out at that location;
- the circumstances of the accident;
- the analysis of the causes of the accident;
- the measures taken to repair the damage to the environment, if any;
- the preventive measures recommended in order to prevent a similar incident or accident from happening again.

8.6. Rational use of energy and raw materials

When large quantities of raw materials are needed (lubricants, fuels, process water, energy, compressed air), agreements must be signed with the L-V technical manager in order to limit their use as far as possible. All energy consumers must be disconnected after working hours.

8.7. Storage of fuels at the building site and power for the machines

All loading stations for mobile tanks or fuel tanks are installed on a waterproofed base or surface. Any residual liquids shall be collected by the contractor so as not to contaminate the soil or attack the surface water or ground water. The transfer is done by means of pumps under the strict supervision of an operator. Transfer to mobile tanks via gravity is prohibited.

8.8. Cleaning of the workplace

At the end of the work, the worksite must be cleaned; in particular, all the waste, all products and all containers must be removed.

9. Accidents, near accidents and incidents


9.1. Organization

In accordance with the legally prescribed regulations, the contractor must possess the appropriate equipment and adequately trained persons to take care of minor injuries and to provide first aid in case of an accident. In severe cases or in the case of force majeure, it can at all times call upon the first aid responders of nv Langerlo-Vilvoorde via the emergency number 4444.

9.2. Notification

After accidents, near accidents and incidents, all measures are immediately taken to limit the damage.

For all accidents, sudden illnesses, fire and other emergencies, you are requested to immediately call the **general emergency number**:

 Langerlo-Vilvoorde nv	Dept: HSEQ	ViilLa/HSEQ/10158/MCA/LM Version : 01 Date : 28.01.2010
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4444

This number is available at all times (also outside of working hours and during the weekend), however only from a fixed line located within the installations. All work-related accidents and incidents must also be communicated immediately to the L-V technical manager and the safety department.

If a contractor causes damage to an installation of NV Langerlo-Vilvoorde, it must immediately notify the control room and the L-V technical manager of the fact.

9.3. Closure

Accidents of its own workers and any self-caused damages and incidents on the terrains of nv Langerlo-Vilvoorde must be investigated thoroughly and documented by the contractor. At the latest ten calendar days after the date of the accident, a detailed report about the accident must be submitted to the L-V technical manager and the safety department.

This report must at least include:

- a description of what happened (place, circumstances, those involved, damage);
- a fact tree analysis of the accident as defined by law;
- the prevention and protection measures that the contractor or the subcontractor intends to take in order to prevent a similar accident from occurring again;
- the period of absence of the victim and the date of resuming work.

In case a **severe accident**, as intended in the sense of art. 94 bis of the law on well-being (04/08/1996) and Section I, Chapter III, Art. 26§4 of the Code, takes place with a contractor, the contractor ensures that its safety department investigates the accident immediately and that a thorough report is drawn up. A severe accident must, like all work-related accidents resulting in time off from work, also always be immediately communicated by the contractor to the safety department of nv Langerlo-Vilvoorde. Before starting the assignment, arrangements are made regarding cooperation in the investigation and the settlement of any costs. The contractor appoints an expert in conformity with the legal stipulations.

Langerlo-Vilvoorde nv always receives a copy of the thorough report.

10. Alarmsituation

The purpose of the emergency plan is to notify, alarm and inform the necessary persons and bodies in case of an emergency. The plan provides for guaranteeing the safety of the workers present, and if necessary, ensuring a quick and risk-free evacuation. The emergency plan affects all persons present on the site.

The alarm signals are explained to all persons entering the site, and are displayed (as posters) at several different locations.

The alarm signals are tested every first Thursday of the month at 1 pm.

Written declaration of the contractor or subcontractor that must be returned to the Purchase Service for the order

Please quote order ref.:
I, the undersigned, 8
Authorized by 9
Works subcontracted by 10

declare to have received and read the documents and instructions of nv Langerlo-Vilvoorde included in the "General health, safety and environmental regulations for contractors for the execution of assignments for Langerlo-Vilvoorde ltd", as well as the annexes.

Before the start of the assignments, I shall communicate the information included therein and the appropriate instructions relating to, among other things, the risks for health, safety and environment, to those workers of mine who are due to carry out work in the framework of the assignments.

I have communicated the information, as well as the appropriate instructions, to the following subcontractors:

11
.....

I confirm that my company is equipped with the necessary equipment in accordance with the relevant laws and the stipulations of the "General health, safety and environmental regulations for contractors for the execution of assignments for Langerlo-Vilvoorde ltd", and I that I have at my disposal appropriate and physically capable workers in order to carry out the assignments ordered.

In addition, I agree that, should I not comply with the obligations regarding the well-being of workers or regarding respect for the environment, Langerlo-Vilvoorde ltd, after written proof of default, can take all necessary measures at my expense. This may even include removal from the terrains of Langerlo-Vilvoorde ltd of myself and my workers. I undertake to immediately replace any member of staff if the L-V technical manager is of the opinion that that member of staff might compromise the proper execution of the assignments, either through not being fit for the job, through ill intent or evident inappropriate behavior.

I undertake to comply with all the obligations regarding the well-being of workers during the execution of their assignment, which are particular to the installation at which my workers come to carry out the work.

The safety manager(s) for the assignment to be carried out is (are):
..... 12

and can be reached on the following telephone number...../.....

I declare that my company is certified
 ISO 9000 ISO 14001 OSHAS 18001 VCA Other

In case of modifications to my data, I undertake to communicate such modifications immediately.

The contractor,

Date:

Signature

⁸ Fill in with last name and first name
⁹ In case of a legal person, to be completed with the company name and the address of the registered office
¹⁰ Indicate here if you do not work directly for Langerlo-Vilvoorde ltd
¹¹ (fill in name(s) of the subcontractor(s)) or include a separate list, including independent workers
¹² Fill in with last name and first name