

**Formblatt****FB-TD-020****Netzwerkversion**

Ohne Unterschrift gültig  
Zur Sicherstellung des jeweiligen Aktualisierungsgrades  
muss eine gedruckte Ausgabe dieses Dokuments  
innerhalb von 14 Tagen verwendet werden.

Seite page  
Ausgabe edition  
Gültig ab valid from  
Ersteller author  
Ausdruck print

1 von 1  
004  
20.03.2024  
B. Janke  
20.03.2024

***Safety Information for Third Party Companies***

1. The supervisor of the contractor's personnel shall maintain an attendance list of its employees and deliver it to the reception desk of Bruno Bock when entering the site.
2. Private vehicles have to be parked on the site's parking lot. Access of contractor's vehicles to the site itself has to be authorized by the Bruno Bock contact person. Throughout the entire site, the actual German road traffic regulations are applicable. Maximum speed limit on the site is 10 km/h. Prohibition signs, in particular the explosion and fire safety instructions must be observed. All emergency exits and rescue routes must be kept clear.
3. Throughout the entire premises smoking is prohibited to avoid potential ignition of flammable gases, liquids and solids with the exception of the smoking cabin on the west wall of the office building. Throughout the entire site entrainment and consumption of alcohol and/or any other drugs is prohibited as protection against improper action under intoxicant influence.
4. On the whole site wearing the following personal protective equipment is mandatory:
  - Hard Hats (DIN EN 397)
  - Safety shoes (DIN EN 345)
  - Safety glasses with side protection
5. Entering the production facilities of Bruno Bock is only permitted after consultation of and accompanied by an employee of Bruno Bock, especially to the existing signposted Explosion Protection Areas. It is mandatory that the contractor's employees stay only in the assigned working area and use the access roads to reach them. Generally, the instructions of plant personnel have to be followed. Everyone is obliged to contact the respective plant personnel when entering a work area.
6. Carriage of switched-on mobile phones and wireless equipment is prohibited on the entire premises. Switched-off mobile phones and wireless equipment may be carried and be used only after consultation with the plant supervisor in certain areas. Photos, movies and other recordings may not be made, distributed or published without the permission of the general management.
7. In Explosion Protection Zones entrainment of lighters or any other ignition sources (e.g. not explosion-proof electrical equipment) is strictly forbidden. Prior entering these EX-areas any of such articles must be deposited in the respective control room.
8. Working in the facilities may only be started after the contractor's employee has received a written operating approval / work permit.
9. Only ladders, scaffolding and fall protection aids, which are conform to the rules of the German industrial injuries corporation (Berufsgenossenschaft) are allowed to use. Work equipment must have valid inspections by qualified persons in accordance with the operational safety regulations (inspection tag). Lubricants containing polydimethylsiloxanes (PDMS, silicones) or polytetrafluoroethylene (PTFE) may not be used.
10. Prior using hazardous materials, the Bruno Bock contact person or plant supervisor must be consulted. The Material Safety Data Sheets have to be presented and the specified safety precautions have to be applied.
11. Upon completion of construction and assembly works the contractor's employees have to clean up the working place.
12. Contractors have to dispose their generated waste at their own responsibility, except as otherwise agreed with the Bruno Bock contact person or plant supervisor.
13. Any confidential information about the activities on the Bruno Bock company must be kept confidential. This confidentiality agreement also applies for 3 years after termination of the contractor's service.
14. Trainees are strictly forbidden to use vehicles, lifting equipment and machines on their own.

Compliance with the relevant regulations is generally the responsibility of the contractor and its employees. The contractors work independently in line with the applicable laws, regulations and other legal requirements, i.e. the contractors or their employees are liable for any legal consequences (fines, penalties, imprisonment), which may result from their misconduct.

Marschacht, .....

.....  
**Contractor**

.....  
**Name/s**