

Welcome to the Bergum Power Plant



**Safety instructions for our
own employees and
contractors**



Safety instruction

Following this presentation, your knowledge will be tested.



Access to the location

Regular checks, including alcohol tests and visitations, will be performed

- Report to the security office
- You will receive a personal access pass for the location
- Use this pass to check in and out
- Always carry this visitor's pass with you
- Report to your contact person of ENGIE on location
- When checking in, an alcohol or drugs test may be carried out
- Upon leaving the location, the security officer may perform a visitation of your bag and/or vehicle



BAN

Do not work under
the influence of
alcohol or drugs
including driving



Fire or accident

Keep calm and take care of your own safety first

In case of a fire or accident, call the Emergency number:

+31 (0)88 769 22 22

In case of a fire or accident, make sure to mention:

- Your name and telephone number
- The location Bergum power plant
- The exact position of the fire or accident
- The nature and seriousness of a fire or accident
- The number of victims



Assembly point in case of evacuation

Follow the instructions given by the person accompanying you and the Emergency Response Officer

Evacuation alarm: Slow Woop



Assembly point is located outside the security office



Life Saving Rules

Failure to comply can lead to serious accidents

DO's



BE HOOKED UP

Clip on your harness when working at height



STEP ASIDE

Stay out of the path of moving vehicles, plant and equipment



CHECK

Verify that there is no live energy (mechanical, chemical, electrical, fluids under pressure, etc.) before starting work



MAKE SURE

Only enter a trench if the appropriate wall supports are in place



CONTROL

Test that the atmosphere is safe before entering a confined space and monitor it as you work

DON'Ts



HALT

Do not perform hot work until the fire or explosion risks have been eliminated



AVOID

Do not walk or stand under a load



BAN

Do not work under the influence of alcohol or drugs including driving



STOP

Do not manipulate your phone or any other communication device while driving



Traffic

The road traffic act applies to the location

- You are not allowed to enter the location with your vehicle until the security officer has given you permission to do so
- Use the parking pass that has been provided by the security officer
- Always drive at a safe speed, maximum 15 km/h
- Always give right of way to cyclists and pedestrians
- Do not park in front of exits and fire extinguishers
- Only park in locations indicated by a P sign



STOP
Do not manipulate your phone or any other communication device while driving



STEP ASIDE
Stay out of the path of moving vehicles, plant and equipment



Personal Protective Equipment: PPE

Always check whether the PPE provides the correct protection

You are obliged to wear the following PPE on location, unless indicated otherwise:



Safety helmet



Safety boots



Working clothes antistatic and fire-retardant



Safety goggles

Additional PPE (as prescribed on the work permit)

Always use the additionally prescribed PPE

You are obliged to wear the following PPE, unless indicated otherwise:



Hand protection



Breathing protection



Safety harness



Hearing protection



Face shield



BE HOOKED UP
Clip on your harness
when working at height

Work permit

The work permit serves your safety and that of others

- Working on location is only permitted with a work permit specifically pertaining to the activities concerned
- The work permit is issued by your Intervention Officer (in Dutch: Interventie Verantwoordelijke, or IVV-er)
- The work permit contains the most important instructions regarding the execution of the work
- If the work permit is not clear, make sure to ask clarification!
- Make use of the PPE prescribed on the work permit



LMRA (Last Minute Risk Analysis)

If 'No' or in doubt → STOP! Contact your supervisor immediately to discuss the situation

Check before starting each new job and after a break:

- Is it clear what kind of work is expected of me?
- Am I sure what installation part I have to work on?
- Is my workplace safe and clean?
- Is the work permit discussed with me?
- Do I know the risks of my work?
- Are system components safely in accordance with the work permit? Did I check that?
- Are safety measures in accordance with the work permit?
- Is work equipment and personal protective equipment (PPE) approved and suitable for my work?



Safety notifications

The safety notifications have been provided for you

- Hazardous area (activities, lifting of loads, etc).
Do not enter without permission!
- Danger of bumping, falling, tripping, radiation.
Do not enter without instruction!
- Do not enter without permission!
- Risk of explosion.
Do not enter without instruction!
- Magnetic field.
Do not enter without instruction!



Overview danger symbols

Make sure you are aware of the risks of the hazardous substances



Flammable



Harmful or irritating



Corrosive



Hazardous to the environment



Explosive



Gases under pressure



Hazardous to the health in the long term



(Highly) Toxic



Oxidising

Safety awareness, order and neatness

Notify your contact person of any unsafe situations and special circumstances

- Only work on approved scaffolding (see inspection date)
- Cordon off wall and floor openings with scaffolding or fencing
- Immediately notify your Intervention Officer (IVV'er) of any oil leakages and any materials containing asbestos or ceramic fibres observed
- Keep fire extinguishers, emergency exits and escape routes clear
- When interrupting your work – for breaks or at the end of your shift – make sure to clear all waste and leave the workplace neat and tidy
- Avoid tripping hazards by keeping the workplace and aisles free from materials
- Deposit waste, properly separated, in the designated waste containers



Zero Tolerance

We address each other about unsafe behaviour

- If you do not observe the rules, this will have serious consequences
- The location makes use of camera supervision and surveillance officers to register any transgressions
- The objective is strict enforcement of the safety regulations
- In case of violations, we make use of yellow and red cards
- A red card, for example, is given in case of alcohol or drug use
- When a red card is given, the contract employee will be removed from the location immediately. In addition, access will be denied to all locations of ENGIE



Location rules for your own safety

We will be happy to learn of your views regarding point of improvement for our location

- It is prohibited to enter the location while under the influence of, or in the possession of, alcohol and/or drugs
- Smoking is only permitted in the designated smoking areas
- Always notify your supervisor or contact person of ENGIE when you encounter any unsafe situation, accident or near-accident
- The making of recordings (photographs, videos) is only allowed after permission by an ENGIE officer in charge



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Use of USB sticks or hard drives

Do not connect any device to the system of this location

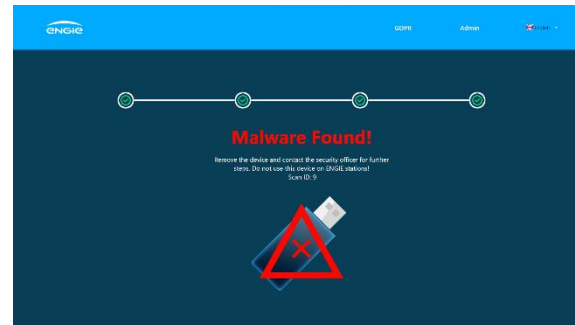
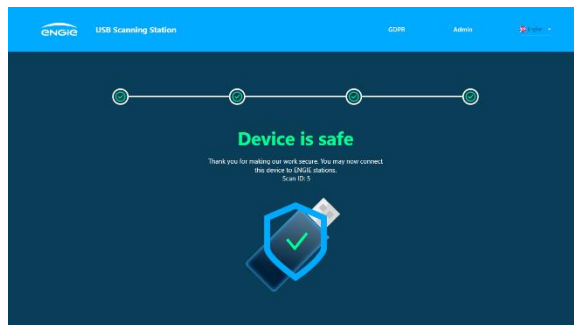
- It is not permitted to use USB sticks, hard drives or any other storage device to retrieve or transfer data from an industrial system



Scanning of USB sticks or hard drives

Scan any external device every time before use

- Preferably use a device that is only used for this ENGIE location
- The location can provide you with an USB stick
- In case there is no other solution than the use of USB sticks, hard drives or any other storage device, contact your ENGIE contact person
- Each time before connecting a device to the system on this location, the device has to be scanned by your ENGIE contactperson.
This must be done using ENGIE scanning equipment.
The scan should show that no viruses have been detected.



Use of external devices

Always contact your ENGIE contact person or cybersecurity person of the location

- It is not allowed to connect external devices, such as laptops, to systems on the location
- If this is necessary for your work, always consult your ENGIE contact person
- Ask if ENGIE has a laptop available to carry out the work
- If this is not the case, ENGIE has the right to assess your laptop on a number of points:
 1. The device is up to date in terms of operating system
 2. The validation of the virus definitions is less than 2 days old
 3. The validation that the device is recently scanned and free of malware



We work safely ... or do not work at all!

We speak to each other about unsafe behavior

- It is very important to us to make sure you return to your home safe and sound!
- Enjoy working at our location.

No life at Risk
 Attention to detail

SHARED VIGILANCE
 Shared vigilance is being vigilant for your own and for everyone's safety. Alert someone if his or her safety seems threatened, and know how to react to someone who intervenes to protect your safety and wellbeing.

LAST MINUTE RISK ASSESSMENT
 One minute to check the work environment before starting an activity.

EVENTS & INCIDENTS
 I report events & incidents (HIPO, accidents, near misses, unsafe conditions and unsafe acts) to learn from them and to prevent the worst from happening one day.

STOP THE WORK
 Not as safe it could be? Stop immediately. It is everyone's duty to help to ensure that we all work safely. Raise the alert and ask questions:

- Why is it not safe?
- How should it be done?
- What actions need to be taken?
- When can work resume safely?

STOP WORK AUTHORITY
 Is it safe for you and your colleagues?

LIFE SAVING RULES
 If they had been respected, the life saving rules would have prevented most accidents.

ENGIE One Safety
 Our transformation journey to zero fatalities

SAFETY ESSENTIALS
No life at Risk
 Preventing serious and fatal accidents

one SAFETY
 Think. Talk. Act.

ENGIE





