



SUPPLEMENTARY SHE CONDITIONS OF CONTRACT FOR WORK

OMS 313 Contractor EHSS management
EHSS BOZ \ NOV 04 2021

Supplementary SHE Conditions of Contract for Work

1. INTRODUCTION

These supplementary SHE (Safety, Health & Environment) conditions for work on SABIC Sites (hereinafter referred to as Supplementary Conditions) specifically relate to work carried out on the premises of SABIC Bergen op Zoom and its associated companies.

In these Supplementary SHE Conditions the terms “SABIC”, “Buyer”, “Seller”, “Hirer”, “Owner”, “Employer”, “Contractor”, “Engineer”, “Contract”, “Site”, “Engineering Services” and “Works” shall have the same meaning as assigned to them in the General Conditions of Contract to which these Conditions are referred to from time to time as Supplementary. Where such terms are not defined in the said General Conditions of Contract, they shall have the meanings as assigned to them in enquiry documentation. The term “SABIC Bergen op Zoom site” shall mean the premises of the Employer within which the Site is situated and shall include the Site.

These Supplementary SHE Conditions describe general working arrangements and rules that the Contractor and its employees are required to comply during presence and/or working on the SABIC Bergen op Zoom site.

In addition to these Supplementary SHE Conditions, any SABIC Bergen op Zoom “work procedures and/or work instructions” for the SABIC Bergen op Zoom site, which exist, will also apply to the Contractor and its employees as well as their sub-contractors under the Contract.

Viewing and availability of the SABIC Bergen op Zoom procedures and/or work instructions applicable to the Contractor at the SABIC Bergen op Zoom site can be arranged via SABIC’s appointed representative. The Contractor is responsible for ensuring that its employees and/or it’s sub-contractors comply with any such procedures and/or work instructions.

The Contractor during the pre-tender stage shall ascertain the effect upon its proposals of these Supplementary SHE Conditions and make due allowance within the tender. The provision of detailed information with respect to the SABIC Bergen op Zoom site will normally be provided by SABIC’s appointed representative at a pre-tender meeting or during a visit to the SABIC Bergen op Zoom site by the Contractor. In the absence of such a meeting or visit, it is the responsibility of the Contractor to seek the information in accordance with the requirements of the Supplementary SHE Conditions.

These Supplementary SHE Conditions apply in addition to the General Conditions of Contract and in no way relieve the Contractor of any liability imposed by the General Conditions of Contract or of any legal obligations or of its duty to comply with the requirements of local authorities and/or the provisions of current regulations.

Supplementary SHE Conditions of Contract for Work

2. EHSS POLICY



SABIC ENVIRONMENTAL, HEALTH, SAFETY, AND SECURITY (EHSS) POLICY

Our Policy

As part of our commitment to our employees, communities and environment, we shall ensure compliance with applicable regulations and pledge to create a mindset within SABIC to strive to go beyond compliance in all our endeavors.

We are committed to be a world leader in EHSS performance and to strive for continuous improvement. We shall implement world-class processes and best practices for Process/Occupational Safety, Health, Industrial Hygiene, Environment and Security to operate our facilities in a safe, stable and compliant manner, and to implement sound solutions to conserve natural resources and minimizing adverse environmental impacts. In addition, we pledge to maintain rigorous and comprehensive security and crisis management systems designed to effectively respond to crisis and emergency events in all areas of our operations.

Our Responsibility

- Comply with all applicable EHSS laws and regulations, SABIC's EHSS Management Standards (SHEMS), and other EHSS requirements to which SABIC subscribes.
- Create and maintain a safe and secure working environment and prevent workplace injuries, illnesses and violence.
- Design and operate our manufacturing facilities to have effective process safety programs, reliable operations and to reduce the chance of accidents.
- Assess and manage EHSS risks related to our operations, our current and future facilities, buying or selling new products/chemicals, and acquiring a new business.
- Practice sound Product Stewardship and Sustainability principles in the design and production of our facilities, products and services.
- Continue to improve our CISS systems, performance and training of personnel by setting aggressive targets, providing adequate resources, and routinely measuring and monitoring our EHSS performance.
- Implement effective plans, systems and programs to ensure the security of employees, persons at our premises, facilities, information, IT assets and business continuity and to prevent access to our facilities by unauthorized personnel.
- Ensure availability of effective crisis management and emergency response capabilities to respond to incidents and/or emergency situations at our facilities, and throughout our supply chain.
- Communicate to management and all concerns of any unlawful or unsafe conditions and security lapses
- Demonstrate visible leadership, commitment and involvement toward our EHSS objectives.
- Maintain openness, transparency and a continuing dialogue with our employees, our communities, regulatory authorities, suppliers, customers and other stakeholders, and report our sustainability performance.

Yousef Abdullah Al-Benyani

Vice Chairman and CEO

Date: 8/11/2018

Version	Date issued	Version	Date issued
1	Jun 20, 2004	3	Feb 02, 2016
2	Sep 30, 2012	4	Jan 03, 2018

Supplementary SHE Conditions of Contract for Work

3. CONTRACTOR RESPONSIBILITIES

3.1 Documentation

Provide documentation to the SABIC Bergen op Zoom Sourcing Department:

- Description of work
- Potential fires, explosive, toxic, Health, environmental or unique hazards related to the proposed work and the facility
- A copy of Contractors applicable procedures
- Copies of job, SHE Procedures and Work Practices applicable to the Contractors work
- Managing on-site SHE performance supervision of contractor employees
- Other responsibilities as required

3.2 SHE orientation

All contractor employees have received SHE orientation. SABIC BOZ SHE (gate) orientation is provided in the following languages: English, German and Dutch. Contractor employees should be able to master at least one of these languages.

3.3 SHE Communication

Conduct daily toolbox meeting and weekly SHE meeting with his employees. These meetings shall be used to communicate the hazards associated with the assigned work and specific precautions to be taken.

3.4 Personnel Protective Equipment

Their employees entering the operating plant comply with dress and appropriate Personnel Protective Equipment (PPE) requirements for the job, as required at the SABIC Bergen op Zoom site. Also, ample quantity of PPE shall be kept at site for replacement.

3.5 SHE Supervision

Designate and/or identify a representative responsible for on- site SHE supervision of contractor employees as required at the SABIC Bergen op Zoom site.

3.6 Equipment

Only equipment, cranes, vehicles, etc., approved by SABIC Bergen op Zoom are used. Entry/exit of contractor equipment and vehicles is restricted and controlled.

3.7 Temporary buildings / facilities

All temporary buildings/facilities of Contractors comply with the concerned SABIC Bergen op Zoom elements/specifications and local rules and regulations, and approved by the SABIC Contractor Coordinator.

Any changes to approved buildings/facilities or new installation shall be submitted to the Contractor Coordinator for review and approval prior to implementation on site.

Supplementary SHE Conditions of Contract for Work

3.8 Procedures and Work Practices

Contractor employees adhere to applicable SABIC SHE Procedures and Work Practices. Contractor shall notify SABIC Contractor Coordinator (or equivalent) of any intended variation to the assigned work concerned SABIC SHE Procedures and Work Practices.

3.9 Accountability

Accountability of contractor employees for any violation to applicable SABIC SHE procedures and Work Practices.

3.10 Legislation

Compliance with applicable local legislation and regulations for Safety and Health of their employees, facilities for their employees including medical care facilities and emergency transportation at worksite, waste disposal, and other environmental rules and regulations.

3.11 Notification

Notify SABIC line management (shift supervisor or equivalent) and Contractor Coordinator (or equivalent) of any fires, explosions, toxic, physical or unique hazards that may be caused by their work or of any risks identified during the course of their activities.

3.12 Incident Investigation

Participate in the investigation of SHE incidents that involve their contractor employees as requested by SABIC management.

3.13 Sub-contractor selection

- Contractor shall be responsible to select the sub-contractor(s) with approval from SABIC Bergen op Zoom Sourcing Department.
- Requirements mentioned in this document are communicated to and adhered by any sub-contractor hired by the contractor.
- Contractor shall ensure that selected sub-contractor(s) shall be provided with the information as mentioned in this document.
- Sub-contractor(s) shall submit the Contractor with the following information prior to selection:
 - SHE management program
 - Job Safety Analysis (JSA) for critical jobs, as required by Contractor and/or SABIC
 - Previous experience and references within SABIC or other facilities
 - Sub-contractor employees training and qualification documentation, including training & qualification requirements as required by applicable local rules and regulations.

Supplementary SHE Conditions of Contract for Work

- Sub-contractor evaluation:
 - Contractor shall review the sub-contractor employees training and qualification documentation (technical evaluation) to ensure they are competent to carry out the assigned work
 - Contractor shall evaluate on annual basis and at the end of each contract and determine if the sub-contractor SHE management program is satisfactory.
 - Contractor Purchase Department shall award the contract in consultation with the technical / SHE evaluation done by the Contractor

3.14 Contractor Supervision

Contractor is providing supervision during work. If there are any foreign workers, supervisors can communicate with them in their own language or in English, German or Dutch.

3.15 Electrical Safety

When employees will perform work on, with or near electrical installation then according to the NEN-EN 50110 and NEN 3140 / NEN 3840 (Operation of electrical installations) the employer shall provide his staff with an electrical assignment (nomination in writing) in accordance with this standard.

The purpose of this standard is to specify general requirements for the safe operations of and work on, with or near electrical installations.

The point of this requirement is to prevent injuries, accidents and claims due to unsafe working practices, ignorance and / or improper actions.

In addition, we would like to point out that responsibility for security related to electrical hazards in terms of skill requirements of your staff, lies with you.

Supplementary SHE Conditions of Contract for Work

4. GENERAL WORKING ARRANGEMENTS

4.1 Working hours

The Contractor shall ascertain from SABIC appointed representative what working hours shall be applicable to the Works.

The Contractor's employees shall adhere to the hours of work agreed with SABIC appointed representative.

4.2 Badges

The Contractor's employees shall adhere to the rules and regulations regarding Security and the use of access badges applicable to the SABIC Bergen op Zoom site. The Contractor shall ascertain from SABIC appointed representative what Security regulations are applicable and what access badges are required for entry of employees and vehicles to the SABIC Bergen op Zoom site.

The Contractor shall at all times keep SABIC's appointed representative informed of the names of all its employees working on the site.

4.3 Entrance to the Site and rights for search

All contract workers and firms must follow a pre-employment screening process, in accordance with local, state, and national laws, to confirm the identity and review the background of all potential employees and full or part-time contractors, before allowing them unaccompanied access to work at SABIC entities.

Contractor's employees shall enter or leave the SABIC Bergen op Zoom site only by a route authorized by SABIC appointed representative. When required by a person authorized by the Employer, the Contractor's employees shall produce their SABIC Bergen op Zoom site badge. The SABIC Bergen op Zoom site Security personnel or other security personnel authorized by SABIC Bergen op Zoom shall have authority to search vehicle, bag, basket, parcel or other container on the SABIC Bergen op Zoom site.

4.4 Safety Equipment (Personal Protective Equipment)

General

The Contractor shall ascertain and comply with all aspects of statutory legislation, Site instructions and regulations and use of safety and PPE equipment, including but not limited to the following:

- Safety helmets,
- Suitable safety footwear with toe protection,
- Safety glasses,
- flame resistant clothing,

Which shall be worn and used by all personnel employed (or subcontracted) by the Contractor when present on SABIC Bergen op Zoom site unless local instructions or signs indicate otherwise?

Supplementary SHE Conditions of Contract for Work

Additional Protective Clothing

Certain areas of the SABIC Bergen op Zoom site and specific tasks require the use of additional protective clothing. The Contractor shall ascertain from SABIC appointed representative the levels of additional protection applicable and shall comply to the requirements defined by SABIC's appointed representative, and also where required by safety signs on the SABIC Bergen op Zoom site.

SABIC Supplied Protective Clothing

SABIC may provide protective clothing for specific activities carried out by the Contractor who shall use such clothing in a manner as prescribed by the employer and care for it in a responsible manner.

4.5 Vehicular Traffic and Drivers

The Contractor shall ascertain from SABIC appointed representative which types of road vehicles, if any, including the means of propulsion of such vehicles are allowed on the SABIC Bergen op Zoom site, and any restrictions on access and local rules applicable to their use. For the avoidance of doubt vehicles, include cars, vans, trucks, cranes, tractors, forklift trucks and any other powered vehicle.

Petrol powered vehicles are not allowed inside the fenced and plant areas under any circumstances except by prior approval / work permit and verification according to the permit.

Whilst on the SABIC Bergen op Zoom site, vehicles shall:

- Be parked and secured in areas provided
- Parking backwards
- Not be left unattended on roads for longer periods
- Be in a sound condition, examined and well maintained
- Be certified where necessary by an appropriate authority
- Not be parked in front of/near fire equipment
- Comply with all legal requirements for the stated use whilst on the SABIC Bergen op Zoom site and on any private roads leading to the SABIC Bergen op Zoom site

Drivers of vehicles shall:

- Observe the road traffic laws (e.g. Wegenverkeerswet)
- Observe SABIC Bergen op Zoom site and access road traffic regulations and speed limits, failures to adhere to such regulation may result in penalties, leading to the banning of drivers from driving on SABIC site
- be competent in the use of the vehicle of which they are in control and medically fit to drive
- hold a current valid license covering the vehicle of which they are in control
- not be under the influence of drugs and/or alcohol
- adhere to any routes specified by SABIC appointed representative.

Supplementary SHE Conditions of Contract for Work

The Contractor shall when operating vehicles on the SABIC Bergen op Zoom site or the private roads leading to the SABIC Bergen op Zoom site:

- Provide inspection and examination records of vehicles operated by the Contractor upon the request of personnel authorized by SABIC Bergen op Zoom.
- Ensure that vehicles operated by it are free of excess dirt on the wheels or tracks and that the loads are secure.
- Not obstruct roads or areas required for access without the written authority of SABIC appointed representative.
- Clean any roads contaminated due to its operations at its own expense.

Particular rules will apply to the movement of heavy vehicles, cranes or abnormal loads on the SABIC Bergen op Zoom site and the private roads leading to the SABIC Bergen op Zoom site. The Contractor and SABIC's appointed representative shall agree arrangements for such movements at the earliest opportunity.

4.6 Employers buildings and Property

The Contractor's employees shall not interfere with any property of the Employer or the property of any other contractor contracted to the Employer, or enter any building on the SABIC Bergen op Zoom site without the permission of SABIC appointed representative.

4.7 Printed or Written Matter

No notice, advertisement, window bill or other matter, printed or written other than those displayed in the Contractor's own buildings may be posted, placed or distributed in the SABIC Bergen op Zoom site without the permission of SABIC appointed representative.

4.8 Visitors

Contractors shall not bring visitors on to the SABIC Bergen op Zoom site without prior permission of SABIC appointed representative and in all cases shall follow the SABIC site visitors' procedures.

4.9 Photographs and Filming

Cameras shall not be taken into the SABIC Bergen op Zoom site nor any photographs / film taken of any property of SABIC or part thereof, without SABIC appointed representative's prior consent in writing.

4.10 Fence Lines

Fence lines are used to separate or enclose areas where different rules and safety procedures apply. The Contractor shall not break or cross any fence line without the permission of SABIC appointed representative and then only upon conditions laid down by SABIC appointed representative.

Supplementary SHE Conditions of Contract for Work

4.11 Radio Equipment

Radio equipment shall not be operated on the SABIC Bergen op Zoom site without the written permission of SABIC appointed representative.

Only EX Mobile phones are allowed to be taken into the plant areas.

While driving a car ensure to comply with the applicable legislation and additional local applicable rules (e.g. hands free or even no use).

4.12 Alcohol and Drugs

Alcohol and drugs are prohibited to enter and use on the SABIC Bergen op Zoom site.

Personnel are not allowed to enter site while under the influence of alcohol and/or drugs.

4.13 Noise

The Contractor shall carry out the Works in a safe manner, which will keep noise levels to a practicable minimum. When high noise levels are thought by the Contractor to be unavoidable, the Contractor shall inform SABIC appointed representative prior to the start of work.

The Contractor shall comply with the SABIC sites rules for protection from noise hazards at all times. These will be as instructed through site and plant safety inductions, local signage or as directed by SABIC appointed representative through SABIC work permits.

4.14 Personal Electrical Appliances

Contractor's employees shall not take personal electrical appliances such as torches, transistor radios or hearing aids into the SABIC plant area's without the permission of SABIC's appointed representative.

4.15 Smoking Area's and Means of Ignition

The possession of any means of ignition is prohibited inside SABIC Bergen op Zoom plant areas; Smoking is not allowed except in specifically designated places situated outside the Site. The Contractor shall ascertain from the Employer any areas where smoking is allowed and shall conform to the Employer's requirements at all times

4.16 Fires

No fires shall be lit on the SABIC Bergen op Zoom site under any circumstances.

Supplementary SHE Conditions of Contract for Work

5. HEALTH, SAFETY AND WELFARE

5.1 Safety Policies

In addition to the safety requirements described in the General Conditions of Contract, special attention is drawn to the need for the Contractor to have clearly defined safe systems of working for their activities on the SABIC Bergen op Zoom site and active control of these systems. The Contractor shall submit its current safety policy for approval to SABIC appointed representative prior to the start of any new contract. The systems for control shall then be agreed with SABIC appointed representative prior to commencing work.

The Contractor shall ensure that its work force complies with both the Contractor's own safety policy and with the conditions laid down in the Contract.

5.2 Safety inspections

The Contractor shall co-operate with SABIC appointed representative during safety inspections involving the Employer's management and visiting Safety Officers.

5.3 Behavioral Safety

At the request of SABIC's appointed representative the Contractor shall participate in SABIC's Behavioral Safety Program

5.4 SHE Induction and Permit to Work Arrangements

The Contractor shall ascertain what induction, training and permit to work arrangements are applicable to the Works by reference to SABIC appointed representative and shall conform to these. For clarity on key requirements:

- All contractors undertaking work on SABIC sites will require a full SABIC SHE Induction unless the work is urgent / short duration (less than one day) and the person is accompanied at all times by a SABIC appointed guardian.
- All visitors must undertake the SABIC visitors induction where applicable and be accompanied at all times by a SABIC appointed person when on site.
- All contractors undertaking works on site will require a SABIC Work Control Permit

The Contractor shall note that the induction, training and permission to work arrangements will be unique to the SABIC Bergen op Zoom site and may be specific to one area of the SABIC Bergen op Zoom site.

5.5 Safety Passport Scheme

Compliance with the Bergen op Zoom entrance procedure is a requirement of entry and a Site SHE induction and access pass will be refused to the Contractor in the event of any non-compliance. For further information on requirements at the time of entry to the site contact the Employers Representative.

The Employer will provide free of charge SHE induction training for the site as a whole, including requirements for individual plants and general site SHE procedures. The Contractor shall allow for the time spent at all this SHE induction training by his personnel within the items contained in the Schedule of Rates.

Supplementary SHE Conditions of Contract for Work

5.6 Welfare Facilities

Unless specifically agreed to the contrary and recorded in the Contract the Contractor shall be responsible for the provision of its own welfare facilities which it shall keep clean and tidy to the satisfaction of SABIC appointed representative.

These facilities shall conform to current statutory regulations and the Employer's standards.

5.7 Provision of Safety Equipment /PPE

The Contractor shall provide its employees with and train them in the use of the appropriate safety equipment and PPE necessary to complete the Works. The Contractor shall further make arrangements to maintain safety equipment and PPE in good condition, and to guard against its misuse.

All safety equipment and PPE shall conform at all times to current regulations and standards.

5.8 Accident and Concern Reporting

The Contractor shall immediately inform SABIC appointed representative of any injury, incident or dangerous occurrence on the SABIC Bergen op Zoom site involving its employees, and shall cooperate with the Employer in any enquiry or other action taken to prevent a recurrence of the event.

All incidents related to Contractor and their employees occurring at the SABIC premises shall be reported, recorded and investigated in accordance with SABIC requirements (OMS 318 / SHEM-10). Incidents related to work for SABIC by Contractor and their employees occurring outside the SABIC premises should be reported and investigated based on the severity of the incident.

5.9 Safety Training

The Contractor will ensure that its employees are suitably trained and fit for the work being undertaken. The Contractors shall hold regular Safety 'Toolbox Talks with their employees (ensure participation in SABIC's LMRA (Last Minute Risk Assessment) at least daily per job, organize weekly SHE meeting) and include any additional safety information as provided by the employer on a periodic basis.

5.10 Safety Records

Regulations require the Contractor to keep certain records relating to inspections, the safety of working, scaffolding and to appoint competent persons, safety supervisors, etc. Such records shall upon request be made available for inspection by SABIC appointed representative.

5.11 Hazardous Substances

No hazardous substances or chemicals shall be brought onto the SABIC Bergen op Zoom site without the permission of SABIC appointed representative.

Supplementary SHE Conditions of Contract for Work

The Contractor shall ensure that all safety precautions are identified and compiled with in accordance with current regulations and Employer's requirements, when handling and storing dangerous chemicals and materials on the SABIC Bergen op Zoom site.

5.12 Emergency Procedures

- The Contractor will be provided with information on the emergency procedures from SABIC appointed representative.
- The Contractor's employees shall comply to the emergency procedures at all times including any information as captured in local safety signage including information provided through messages on plant areas.
- The Contractor shall ensure that its employees know how to alarm the ambulance; fire and rescue services on the SABIC Bergen op Zoom site and be able direct it to the scene of any incident.
- The SABIC Bergen op Zoom site will have emergency services available; however, the Contractor shall understand that such emergency services are provided as a back up to the Contractor's own arrangements.
- The Contractor shall ascertain the extent to which the Employer's emergency services may be provided by reference to SABIC appointed representative. SABIC is always leading in any emergency response.
- The Contractor shall make provision for first aid for its employees in accordance with current regulations. Untrained persons shall not be allowed to attempt rescue or other emergency response.

5.13 Fire Prevention and Fire Fighting Equipment

The Contractor shall satisfy SABIC appointed representative that adequate precautions are taken against fire in any building, temporary facility or work areas present on SABIC Bergen op Zoom site for which he has been granted management control. This will include the provision of any required firefighting equipment.

5.14 Safety Notices

The Contractor shall ensure that its employees are familiar with and comply with SABIC's house style safety notices.

5.15 Safety Representative

The Contractor shall appoint an individual to be responsible for SHE matters on site. Depending on the size of the task this may be full-time, part-time, visiting or combined with other roles.

Supplementary SHE Conditions of Contract for Work

6. PERMITS TO WORK

After receiving general written permission to proceed with the Works, no activity may be undertaken without first ascertaining from SABIC's appointed representative if a work control permit is required. Unless otherwise agreed by SABIC's appointed representative formal SABIC Work Control Permits are required for all contractor work so if in any doubt the Contractor shall not proceed with any work without such an applicable permit.

The Contractor shall ascertain from SABIC's appointed representative what SABIC SHE procedures apply with regard to work control permits and shall conform to the procedures at all times.

The Contractor shall not undertake such activities without ensuring that they have the relevant permits from SABIC appointed representative.

Information on SABIC Permit Systems is provided as part of SABIC SHE Induction requirements prior to entry.

Supplementary SHE Conditions of Contract for Work

7. EMPLOYEE MATTERS

7.1 Competence to work

The Contractor shall ensure that its employees and any agreed subcontractors are competent and if necessary certified to undertake their work.

7.2 Fitness to work

All Contractors' employees on the SABIC Bergen op Zoom site shall be fit for work. If a Contractor's employee is considered unfit, for work by SABIC's appointed representative the Contractor shall remove the said employee from the SABIC Bergen op Zoom site and no liability shall attach to the Employer.

7.3 Infectious or Contagious Disease

The Contractor shall inform SABIC's appointed representative of any Contractor's employee on the SABIC Bergen op Zoom site who is suffering from, or has been in contact with any infectious or contagious disease; such an employee may only return to work with the approval of the Contractor and the Employer certificate of good health from a medical practitioner.

7.4 Employment of others Employees

The Contractor shall not:

- Employ any person on or in connection with the Works who at the time is an employee of SABIC
- Employ any foreign person without a valid work permit

7.5 Behavior on the SABIC site

- Whilst on the SABIC Bergen op Zoom Site, Contractor's employees shall behave in a responsible manner and not indulge in actions that could endanger themselves or others.
- The Contractor's employees shall not conduct any form of business or work on the SABIC Bergen op Zoom Site other than that associated with contracted work for the Employer.
- The Contractor's employees shall not initiate or participate in collections, other than those within the Contractor's employee group.
- Contractor's employees shall not bring any intoxicating liquor or drugs onto the SABIC Bergen op Zoom site, or accept them from any person upon the SABIC Bergen op Zoom site.
- Contractor's employees shall not make or take bets, or engage in any other form of gambling while on the SABIC Bergen op Zoom site.

7.6 Regulatory Visits

The contractor shall inform the SABIC representative of any potential visits to SABIC sites from inspectors from the regulatory bodies well in advance of the visit. Where the visit is discretionary, permission shall be sought from the SABIC representative beforehand.

Supplementary SHE Conditions of Contract for Work

8. ADMINISTRATION

8.1 Material Delivery

The Contractor shall ascertain from SABIC appointed representative, the arrangements for the delivery of materials.

Supplementary SHE Conditions of Contract for Work

9. SITE ESTABLISHMENT AND HOUSEKEEPING

9.1 Temporary Buildings

The Contractor shall not erect any huts, offices or temporary buildings upon the SABIC Bergen op Zoom site without first obtaining permission from SABIC appointed representative.

All Contractors' temporary buildings shall comply in all respects to the particular requirements for the SABIC Bergen op Zoom site as well as regulatory requirements.

9.2 Disposal of Waste & Recycling

- The Contractor shall ascertain from SABIC appointed representative to what extent the Contractor shall be responsible for at its own cost for the safe collection, containment and disposal of all waste from its work areas, offices, huts and workshops.
- The contractor will be expected to have disposal / recycling arrangements in place consistent with SABIC and regulatory requirements
- The Contractor shall maintain a high standard of good housekeeping and cleanliness at all times in those areas and/or buildings in which it is working or has access to.
- All wastes and recyclable materials shall be removed to defined temporary storage areas by agreement with the SABIC representative; dumping waste or burning of any waste on SABIC site is strictly forbidden.
- The disposal of all wastes (including hazardous wastes such as asbestos) shall be carried out in accordance with SABIC Site procedures as well as all relevant statutory and local authority regulations. Typically, all waste disposals from SABIC site will require the formal approval and permission of SABIC before consignment. All waste disposal procedures operated by Contractors on SABIC site shall be subject to prior agreement from SABIC appointed representative.

Supplementary SHE Conditions of Contract for Work

10. REQUIREMENTS FOR SPECIFIC ACTIVITIES AND PLANT

10.1 Specifications and forms

The following Employer's specifications shall apply if appropriate and be complied with by the Contractor:

- Return of Contractor Labor term sheets including name and working hours

Provide evidence of compliance to:

- Installed Contractors Safety, Health and Environmental requirements;
- Contractor's Temporary Electrical Installations and Use requirements;
- Movement of Contractor's Heavy Mobile Cranes, Heavy Vehicles and Abnormal Loads requirements.

Accident Reporting required from Contractors on the SABIC Bergen op Zoom Site
Copies are available from SABIC's appointed representative on request.

10.2 Work Adjacent to Employer's Property

When a Contractor is required to work close to any Employer's property such as equipment, a pipeline or a cable, the Contractor should ascertain by reference to SABIC appointed representative, what precautions need to be taken to protect its work and Employer's such property from interaction.

10.3 Electrical Installations and Equipment

Electrical installations and equipment used by the Contractor shall be in accordance with the requirements of the SABIC Bergen op Zoom site Rules and Procedures. The Contractor shall ascertain from SABIC's appointed representative what standards are applicable prior to bringing any equipment onto site and shall comply with the same at all times.

10.4 Entry into Vessels / Confined spaces

SABIC have strict rules on confined spaces entry and have definitions of a confined space which may not be immediately obvious to all. A Contractor's employee shall enter no vessel, tank, manhole, drain, pit, pipeline culvert, vessel skirt or other confined space without the written consent of SABIC appointed representative, who will define the conditions of entry.

PLEASE NOTE – the SABIC definition of entry into a confined space includes head and shoulder 'look 'entries.

10.5 Ionizing Regulations

No radioactive substance or X-ray equipment shall be brought on to the SABIC Bergen op Zoom Site until written permission and instructions regarding the use of such materials have been obtained from SABIC appointed representative. The Contractor shall have specific procedures for handling ionizing radiations, which will include the names of its radiation protection supervisors and radiation protection advisor.

Supplementary SHE Conditions of Contract for Work

10.6 Braking ground / Excavations

No excavation or driving of post or piles shall be started without the written permission of SABIC appointed representative who will inform the Contractor of the position of any known buried pipes or cables. The Contractor shall obey any special precautions such as hand digging which SABIC appointed representative may require as part of SABIC permits for the works.

Some excavations of a certain depth size and shape may require controlled entry under SABIC confined space rules; if in doubt consult your SABIC representative.

10.7 Cartridge Operated Tools

The Contractor shall not bring on to the SABIC Bergen op Zoom site any cartridge operated tools or cartridges (tools making use of explosive charge for driving fixing devices into a base material like concrete) without first obtaining the written consent of SABIC appointed representative.

10.8 Work on Roofs

The Contractor shall not have right of access to any existing roof without the consent of SABIC appointed representative and then only under the conditions laid down by SABIC appointed representative following SABIC site procedures.

10.9 Access and Scaffolding

- SABIC have strict The Contractor shall ensure that safe access and egress exists for all of his site work.
- On SABIC Bergen op Zoom site the Contractor should ascertain from SABIC appointed representative whether or not any restrictions are applicable to its work (e.g. use of aluminum alloy or other systems).
- Erection of scaffolding must follow regulatory standards and SABIC rules for safe erection and working at height.
- Statutory records of scaffolding inspections shall be held on the SABIC Bergen op Zoom site.
- Work at Height on SABIC sites follows a strict protocol with use of permanent or temporary work platforms being the first principle.

PLEASE NOTE - Work from unrestricted/unrestrained ladders is not allowed on site

10.10 Barriers

Barriers shall be in accordance with the requirements of the SABIC Bergen op Zoom site rules and procedures. When barriers are required to protect the Employer's personnel, property or roads and passages from vehicles, the Contractor when providing such barriers, shall ensure that they are adequate for the purpose, shall provide lighting and supervision if necessary, and shall maintain such barriers and lighting in good order. Barriers should bear a notice stating their purpose.

Supplementary SHE Conditions of Contract for Work

Any barriers required to protect personnel from falls into created opening at grade level or above shall follow SABIC site rules, the creation of an opening including the erection of the barriers is subject to SABIC permit approvals prior to the creation of any opening, if in doubt consult your SABIC representative.

PLEASE NOTE – All barriers erected to prevent falls of people must be physical solid frames and be so constructed as to be capable of taking the weight of someone falling against it.

10.11 Overhead Cranes

Where a Contractor is required to work on or near overhead cranes or their tracks, it shall not start that work until it has received the written permission of SABIC appointed representative.

10.12 Law and Regulations

Before starting any construction or demolition work which is notifiable work to regulators, the Contractor shall inform SABIC appointed representative to agree who will be appointed into the relevant roles for this work.

10.13 Dropping Materials

No tools, materials or waste shall be dropped from heights unless it employs a safe method, which has been approved by the SABIC representative.

10.14 Hot Work

Before commencing any burning, welding or work involving extreme heat or naked flames, the Contractor shall ascertain whether any restrictions on hot working apply. When carrying out such work the Contractor shall comply with all defined, controls and restrictions identified within the permits.

10.15 Hazardous Materials

No hazardous materials shall be brought on to the SABIC Bergen op Zoom site without first informing SABIC appointed representative in advance of the intention and having an agreed procedure for safe handling and storage of the materials.

10.16 Fiber Ropes

Only officially, certified fiber ropes in good condition are allowed for hoisting.

10.17 Welding / Burning Equipment

Approved flashback arrestors to the appropriate (EN/NEN) Specification shall be fitted to all gas welding and burning apparatus.

For all hot work, the Contractor shall provide appropriate fire extinguishers as required by relevant permits to work. Fire blanket materials required for tenting and screening of hot work tasks shall meet the SABIC Site standards, if in doubt consult with your SABIC representative.

Supplementary SHE Conditions of Contract for Work

In order to minimize stray currents, weld return leads shall be connected as close as possible to the weld point. Plant or equipment shall not be used for return circuits without the written permission of SABIC appointed representative.

10.18 Bottled Gas

Gas cylinders in use in workshops or plant environments should normally be kept in purpose built trolley. If cylinders are to be lifted by crane they shall be secured to specifically designed cradles or trolleys/carts, which are designed and tested as lifting appliances.

Gas cylinders when not in use shall be stored in purpose built cages, shaded from the sun and sited away from buildings in a position approved by SABIC appointed representative.

10.19 Lifting

No lifting shall be carried out using existing structures not designated by the Employer as suitable for the purpose, or any plant pipework or equipment. The Contractor shall ensure that all lifting equipment for which the Contractor is responsible complies with all relevant Standards and are correctly used and maintained.