

## General contractual conditions for safety, health and environmental protection for work at Lenzing AG, Lenzing Plastics GmbH, Lenzing Papier GmbH

We see it as our duty to protect you from company-specific dangers. Moreover we offer help with regard to questions of safety, health and the environment. The goal is to maintain safety and health and to treat our environment as gently as possible.

A member of staff of our company is available as a coordinator who will be named at the time of the order. In the absence of that information, it is incumbent on the contractor to clarify this in good time.

The coordinator is authorized to issue directives. His directives must be obeyed.

- The name of the coordinator and the respective place of deployment are to be made known to the factory security service when entering the company premises.
- A valid ID card is necessary for entering or driving into the company premises. This is issued at the main gate.
- The parking of private cars is only possible outside the company premises on the designated parking spaces.
- The customer will perform a safety training, to inform the contractor of any health, environmental, company and construction site specific dangers. In this respect the contractor will be informed of current regulations, rules of behavior and competencies. The contractor must assure the safety of his and all other employees in the surroundings by his behavior and the measures he takes. The competent person (external company coordinator) on the part of the customer with regard to safety training will be made known in good time in the case of an order being placed. Proof of this must be recorded without any gaps.
- Before working on the company premises, evidence of the safety training performed and as the case may be the work permit issued by the Public Employment Service (AMS) is to be handed to the competent external company coordinator (or a person named by him).
- Special safety precautions for the work effort are to be agreed with the competent coordinator.
- Taking along and consuming alcohol and drugs, as well as smoking, are prohibited within the company premises. Smoking is only allowed where this is expressly permitted.
- Taking photos is only allowed with express authorization.
- The members of staff of the contractor may only spend time in the workplaces assigned to them.
- All employees must wear protective clothing suitable to the work and the degree of danger whereby protective helmets, gloves, safety shoes and – within the chemically hazardous areas - protective goggles constitute basic equipment.
- Every activity is to be agreed with the competent production area. Before starting work and after finishing work, the members of staff of the contractor must register and deregister in the respective control room.
- Hot work (welding, blazing, heating, working with the angle grinder, sand blasting etc.) is to be agreed with the coordinator and the respective company. The latter prepares his own safety instructions if this is necessary. All the necessary safeguards lie in the field of responsibility of the contractor and must be performed by him. A separate permit is required for all hot work.
- In electrical operating rooms it is forbidden to use sparking tools such as an grinders and welding machines.
- Scaffolding must be expertly erected in accordance with the Construction Workers' Protection Act (Bauarbeiterschutverordnung) and must be verifiably inspected after erection and before use. A copy of the inspection report (AUVA-data sheet "Priority notice concerning scaffolding inspection „) must be given to the coordinator.
- Ladders and other climbing aids must comply with ÖNORM.
- Electrical operating materials must comply with ÖVE regulations. Non-stationary electrical operating materials must be inspected and labelled. Electrical energy may only be taken from a properly installed distribution box with a circuit breaker and a main switch. The connections will only be performed by our skilled electrical workers.
- An expert supervisor with the authority to issue directives must be made available all day, any change in the supervision is to be made known to the coordinator in good time.

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- When using foreign sub-contractors and/ or foreign workers, the contractor is obliged to send supervisors to the construction site who are sufficiently familiar with the valid work protection laws and regulations, authorised and capable of receiving, understanding and fulfilling instructions and government orders in the German language.
- The contractor is obliged to adhere to the Law on the Protection of Workers, the Law on Working Hours, the Law on Rest Periods and the Austrian Law on the Employment of Foreigners for citizens outside of the EU, and the transitional provision for EU expansion pursuant to § 32a AuslBG.
- The members of staff concerned must carry work permits and photo ID.
- The contractor has a special duty of care within the framework of the completion of the contract with regard to avoiding any environmental disadvantages and pollution.
- The contractor must inform the customer immediately of any potential environmental pollutants and pollution in his working area.
- The disposal of waste of whatever kind (dangerous and non-dangerous) via disposal systems at the site (containers etc.) and the disposal of waste waters via the sewer system (street sewers, sewers in production area, washbasins etc.) is not allowed. This includes washing and cleaning containers, tankers and so on.
- In emergencies relevant to the environment, the department of environmental protection (☎ 2408 or 3723) must be notified immediately.
- Order and cleanliness represent an important occupational-safety measure. We demand that construction sites and workplaces be kept clean.
- Working near railroad tracks is to be reported to the shunting (☎ 2669).
- Fork lift trucks; cranes and mobile aerial platforms may only be operated by qualified and instructed people.
- In aerial work platforms with articulated booms or telescope booms („hubs“) a personal restraint system must be used (safety harness with a short fastener).
- A permit for approval and clearance is required for
  - hot work
  - entering or driving into containers and narrow rooms
  - working with dangerous substances or near dangerous substances
  - other work connected with special dangers or work with special attention to environmental protection
- The safety regulation for isolation and lock-out/tag-out of electrical drives must be adhered to.
- The contractor must ensure there is First Aid in his working area. The rescue services and company medical department at the site are available for emergencies and medical help.  
Help is available at the following telephone numbers:

	From in-house phone	From external phone/mobile
<b>Fire brigade</b>	Emergency call <b>122</b>	<b>0043 7672 701 122</b>
<b>Rescue forces</b>	Emergency call <b>144</b>	<b>0043 7672 701 144</b>

- The coordinator must be informed of all injuries and an injury report has to be filled in. A copy of the accident report is to be handed over to the safety and health management and the coordinator.

We reserve the right to expel the respective co-worker from the factory premises in the event of behaviour detrimental to safety or to cancel the order at the expense of the contractor.

We thank you for the positive attitude towards work safety, health and environmental protection.

### Lenzing AG

Safety and health management

Environmental protection