

The following outlines a high-level overview of the minimum health and safety measures that NREP expects all its development partners and contractors to manage, monitor and control through appropriate health and safety management systems, subject to compliance with current legislation and guidance provided by relevant authorities. These high-level minimum standards do not replace the provisions detailed in individual supplier agreements. Developers and main contractors must ensure sub-contractors and their safety advisors have the competency for operating by the same health and safety standards.

Our overriding health and safety objective is to prevent injuries to contracted staff or third parties. To achieve this objective, partners and contractors are expected to complement controls and systems with a promotion of a culture of care and concern to ensure no person is injured or harmed.

If NREP identifies that a supplier fails to adhere to the standards, NREP will seek to work constructively with such supplier through remedial action wherever possible. If action is not taken within a reasonable period of time, NREP may, to the extent possible in compliance with contract and law, suspend supplier's contract until satisfactory progress has been made or may terminate the business relationship.

Safe systems of work

Contractors must provide detailed safe systems of work, including provisions for risk assessments, health / noise / vibration assessments, emergency plans, lifting plans, manual handling and task specific risk assessments and methods. Contractors are recommended to document that workers on site have been properly briefed and keep records of attendance for review and audit purposes. For special risks activities, contractors must have a system in place to control that these are carried out by competent and authorized personnel. If building and construction involve special risks, the contractors and the employees shall prepare a written assessment of the performance of the work with a view to fully ensuring that the work can be carried out appropriately in terms of the safety and health. If only part of the work involves special risks, the assessment and the specification of the measures to be taken shall only cover that part of the work.

Supervision

Contractors must provide adequate supervision for their own workforce.

Briefings

Regular briefings should be provided by supervisors to their teams, ahead of new activities, or ahead of resuming work after a change in the work process or environment.

Instruction to non-native speakers

If workers do not demonstrate a basic understanding of the local language, it is recommended that the contractors ensure briefings, inductions, risk assessments, method statements and instructions related to tasks with risks are translated into a

language they understand and assign a worker to the same team to translate and communicate to such worker(s).

Incident reporting

Contractors must record and report incidents and near misses. Occupational accidents must be reported to the local working environment authority as soon as possible and within 9 days after the first day of absence report, occupational accidents and cases of poisoning that have occurred at work for the employer, if the accident or poisoning has resulted in incapacity for work for 1 day or more. Incapacity for work means that the injured person is not or will not be able to perform his usual work.

Plant and equipment

Plant and equipment (P&E) must be operated only by operators that are trained, competent and, where applicable, hold the competency verification documents required by local regulations. Mobile plant should only be operated after necessary exclusion zones have been secured. P&E must be maintained in good working condition and undergo reception checks before use. Hitches should have automatic double-locking of both bucket and pins. P&E should be fitted with the necessary warning notices, beacons, emergency stop controls and, where applicable in case of blind spots, fitted with proximity warning systems for surround visibility. P&E should be equipped with manufacturers' recommended silencers, comply with EU and local regulations for noise levels and labelled with their noise levels. P&E must comply with air emission guidelines. The P&E must have a main inspection of the supplier at least every 12 months, or another expert must carry out a main inspection.

Lifting

A trained and competent person must ensure the ground bearing capacity is assessed and the design of outrigger pads, piling mats and haul roads, taking ground conditions, sub-structures and underground services into consideration. All machinery for lifting shall be marked indicating contractor responsible and inspection schedule. Deliveries should be done only on adequate hard surfaces. Lift trucks, excavators and similar must not lift workers. Multiple cranes within mutual reach should have anti-collision systems.

Loading and unloading

The site's loading and unloading plan must be followed in case of loads with medium or higher risk. It is the duty of the driver to assess that the necessary conditions for safe loading/unloading are met before starting operations (including condition of equipment, ground conditions, access, obstructions, edge protection and presence of unauthorized personnel). General controls must ensure that no workers are in an un-safe location and communicate with the driver to ensure all is clear before starting operations.

Excavation

A trained and competent person must assess the appropriate engineering solution to ensure safety of excavations exceeding one meter. The contractor must establish and dismantle as well as carry out effective supervision and maintenance with barriers against falling into the excavation.

Scaffolding and elevated work platforms

Erection of scaffolding should be documented, and scaffolding should be tagged. An endorsed experienced scaffolder must perform an inspection before use or after alterations. Mobile scaffold towers should be marked with name of responsible contractor and erector as well as when last inspected. Work on mobile elevating work platforms (MEWP) must be planned by a competent trained person. Other than for short duration tasks on van-mounted MEWP, a safety watch person should supervise worker(s) carrying out work on the platform.

Ladders and stepladders

Ladders should only be used when it is not possible to use podiums, scaffolding, scissor-lift or towers. Ladders should be inspected before they are used and regularly thereafter (at least weekly). Ladders to scaffolding should be installed and tied-off by competent person. Work in electrical facilities such as switch rooms should only be done using ladders of non-conductive materials.

Lift shaft and riser protection

Platforms should be built bottom up, provided at every floor during construction, be lit and have full-height gates. Signage should indicate permitted working loads. The lift shaft shall be under control of one company and access should be controlled.

Open edges and openings

Edge protection should be installed on steel frames before they are installed and secured. Openings must be clearly marked. Handrails should be installed on all staircases. There shall be no gaps in guard rails above ground floor and debris netting should be installed.

Falling materials and tool tethering

Clear zones should be assessed and physically marked to prevent objects falling from structure, minimum one meter from guard rail. Where there is risk of tools falling from height, ensure tools are tethered.

Worker health risk

Contractors must have suitable occupational health monitoring provisions. All workers that are performing safety critical tasks and could put others at risk by failing their duties must have a health assessment before project start and after injury/illness. Workers that are likely to be exposed to risks on a regular basis should be periodically tested.

Personal protective equipment

Workers should be equipped with and always use personal protective equipment, including appropriate-colored safety helmet (with name and safety contact tags), appropriate task specific gloves, safety footwear, high-visibility jacket/vest and safety glasses. Depending on the risk assessment additional protective equipment may be necessary. For brush cutting, impact rated polycarbonate safety visors or metal mesh safety visors with impact rated safety glasses underneath. Specific personal protective equipment must be used for work exposed

to heat and flame, or if breaking ground with risk of breaking underground hot water, steam or electricity services.

Depending on the safety requirements and risks of the work performed, contractors must ensure that masks and similar protective equipment is tested for face fitting to ensure compliance with regulations.

On-tool dust extraction

Equipment should be fitted with on-tool dust extraction where relevant. If the process generates dust or other airborne emissions, noise, fumes, etc. such hazards shall to the widest possible extent be countered at the source or removed.

Electrical safety

All electrical portable appliances must be registered by the contractor and labelled with the contractor's name and testing/maintenance due date. Plug/socket adaptors must be surge protected and fused.

Noise, dust and vibration

Noise, dust and vibration must be managed and reduced to the extent practical. Risk assessments and method statements must be in place. Dust should be dampened down with grey water.

Fire prevention

Contractors must comply with fire precaution and prevention regulations, and co-operate with fire and emergency coordinators, fire wardens and responsible persons. Storage of flammable liquids or gas must be under a review and approval process supervised by the project management. There must be no burning of materials, use of halogen lamps, storing of fuel in plastic containers, or smoking outside designated smoking areas.

Hazardous materials

Hazardous materials must be handled and stored appropriately in line with local regulations. Asbestos may only be worked with by licensed specialist contractors and must be stored and transported in line with local regulations.

Rescue plans

When work will be done in locations where emergency rescue could be needed, contractors must have suitable rescue plans in place. Provisions include rescue drills and ensuring that the equipment necessary for the rescue plan is regularly maintained and inspected.

First aid

Reflecting based the tasks or project's risk, contractors must provide their workforce with competent first aiders and suitable first aid supplies.

Drug and alcohol testing

Contractors should ensure a drug and alcohol-free work environment and have trainings and checks in place to ensure compliance, including checks upon safety incidents or if there are suspicions of breach.