Essential Health, Safety, and Environment (HSE) requirements for Contractors at the premises of ALTEO Nyrt.

2026

Table of contents

1. General requirements

The Contractor undertakes:

- to strictly comply with the applicable laws and the HSE rules (occupational safety, fire safety, environmental, transport, etc. rules) that are annexed to and form an integral part of the contracts in force and the individual orders (hereinafter referred to as the "contracts") at the Hungarian premises, facilities and leased properties (including the solar power plants and wind turbines located in the suburbs) of ALTEO Nyrt. (1117 Budapest, Dombovári út 25.).

- to ensure safe working conditions for the workers that do not pose a threat to their health, in terms of personnel, equipment, and the environment.

- to regularly check compliance with the relevant legislation and the existence of safe working conditions that do not pose a health risk, and to ensure that any deficiencies identified are remedied.

The Contractor may only engage subcontractors in the performance of the order with the Customer's prior written notification and written approval.

If the Contractor wishes to use a subcontractor (collaborator), it undertakes to ensure that its subcontractor strictly complies with the HSE regulations in force at the premises of ALTEO Nyrt. The Contractor shall provide a copy of the HSE policies to its subcontractor, and their contents shall be communicated to the subcontractor in a documented manner. The subcontractor may only commence work once it has familiarised itself with the applicable HSE policies and has acknowledged them as binding.

The Contractor shall be liable for any subcontractor involved in the contractual performance as if it had performed the work itself.

The Contractor shall take all necessary measures to ensure that the materials and procedures used in the course of its activities do not endanger the health and safety of the persons performing the activities and those staying within the scope of the work area, or the elements of the natural and built environment, and do not cause damage to ALTEO Nyrt.

With regard to the HSE requirements related to the performance of the contract or order, the contractual contact persons (specified in the contract or order) may be contacted, who will provide the Contractor and/or its subcontractor with the opportunity to clarify any questions arising in relation to the HSE rules (e.g. site hazards, HSE plan review, BC, how to interpretate the MOL HSE rules, etc.).

1.1. Definitions

Subcontractor: a contractor who enters into a construction contract with the Contractor.

Accident: a single external impact on the human body that occurs suddenly or within a relatively short period of time, independently of the will of the injured person, and causes injury, poisoning, or other (physical or mental) damage to health, or death.

Brownfield work: any work performed at the premises of ALTEO Nyrt. that does not involve operating technology, does not come into contact with it, and can be clearly separated from the area where the operating technology system is located.

HSE: means Health, Safety and Environment, as used at ALTEO Nyrt. for the occupational safety, fire safety, and environmental protection activities and for the related unit.

HSE critical activity: work that carries significant risk in itself or is performed under special conditions.

HSE Coordinator: Safety and Health Coordinator (hereinafter referred to as the "Coordinator"): performs specialised occupational safety activity work during the construction activities. The Coordinator's most important task is to coordinate the activities of the parties working together on the construction project (subcontractors) in terms of safety, both in terms of time and location, and to prevent high-risk situations from arising.

Personal protective equipment: personal protective equipment (hereinafter referred to as "protective equipment") means any device, equipment, apparatus, or tool intended to be worn or used by a person for the purpose of protecting against one or more risks to their health and safety.

Inspection: the occupational safety authority and the employer have the right to inspect the conditions and implementation of safe working practices that do not pose a health risk, through regular or unscheduled HSE inspections (even without prior notice).

RTM: pursuant to Article 13 of Government Decree No. 191/2009 (IX. 15.), the construction and installation work carried out on the construction site shall be supervised by a Responsible Technical Manager. The Responsible Technical Manager is responsible for managing the construction work or a specified part thereof undertaken by the Contractor in the construction contract.

Main Contractor: a contractor who has entered into a construction contract with the Developer, is named in the contract, and performs construction work.
The participants of the construction, maintenance, repair, etc. activities are specified in the relevant contracts and orders.

Risk: the combined effect of the probability and severity of injury or damage to health in an emergency situation.

Establishment: the process resulting in the creation of a new plant or workplace, or the renovation, expansion, conversion or installation of machinery in an existing one, regardless of whether it is used for productive or non-productive purposes after its creation.

Work accident: an accident that an employee suffers during or in connection with organised work, regardless of its location and time, and the degree of the employee's (injured person's) involvement.
The accident occurs in connection with work if it occurs while using transportation, receiving materials, moving materials, getting washed, using the canteen, the occupational health services, or other services provided by the employer, etc., in connection with the work performed, within the scope of the employee's job.

Workwear: protects the employee's own clothing from increased seasonal wear and tear, and pollution resulting from the work activity, and used instead of normal clothing.

Work Supervisor: see section 4

Contractor: A company who carries out construction work as its regular business activity, and who can take the following roles based on its place in the chain of contractors and their contractual position: Main Contractor, Contractor, or subcontractor.

Protective clothing: personal protective equipment that protects the health and physical integrity of the workers from physical, chemical or biological hazards during work.

They have the protective capabilities defined by standards and norms.

Greenfield work: any work that is performed:

- outside the premises of ALTEO Nyrt. or in an area where no industrial activity has previously taken place and no infrastructure has been developed (usually areas withdrawn from agricultural use). Work of this nature is typically characteristic of construction activities.
- at an ALTEO Nyrt. site where there is no operating technology
- in an area leased by ALTEO Nyrt. where no industrial activity has previously been carried out.

2. Conditions for commencing the work

2.1. Work permit

Work may only be carried out at the premises of ALTEO Nyrt. and its subsidiaries as defined in Article 3 (2) 2 of Act C of 2000 on Accounting, excluding FE-GROUP INVEST Zrt. and ALTEO CIRCULAR Kft. (hereinafter collectively referred to as the "ALTEO Group" or the "Customer") with a valid and effective **work permit** (issued by the ALTEO Group), and the conditions for the issuance of it are as follows:

- Valid and effective contract or order for the performance of the work.
- The Work Supervisor appointed by the Contractor shall hold a valid Work Supervisor Certificate.
  The Work Supervisor shall master the HSE material compiled by ALTEO Nyrt. prior to performing the work, and shall pass an exam. After passing the exam, the system issues the "Work Supervisor Certificate", which entitles the holder to apply for the work permit.
  Certain exceptions to this are provided in section 2.1.1.
- The Contractor shall have a preliminary occupational safety risk assessment **in accordance with the applicable regulations** for the work to be performed by it. (see section 2.2.)
  The risk assessment must examine the hazards and risk factors associated with the work equipment used, the activities to be performed, and the working environment. Based on the risk assessment, the Contractor shall determine the necessary personal protective equipment and risk reduction measures.
  The risk assessment prepared is used by the permit issuer to prepare the work permit, and if necessary, the work permit gets supplemented or amended.
- The technical and personnel conditions and HSE conditions for performing the work must be ensured.

2.1.1. Deviations from the general rules, in special cases:

For any work classified as greenfield work, after the handover of the work area, the Contractor shall be responsible for authorising the work, in accordance with its own procedures. This is specified in the work area handover report or in the Safety and Health Protection Plan (SHPP).

2.2. Obligation to prepare a risk assessment

2.2.1. Simplified occupational safety risk assessment

The Contractor shall prepare a simplified occupational safety risk assessment if the work performed by it is classified as high risk, or if the Customer requests it in advance.
The risk assessment must be prepared using the form or template provided by ALTEO Nyrt. (The template is provided in Annex 2)

The simplified occupational safety risk assessment consists of six main parts (see Annex 2), *which **must be completed by the Contractor(s)** (**drop-down lists** make it easier to complete).*

1. General information: basic information about the work, planned time, contact persons, planned night time work, name of the Work Supervisor or the Responsible Technical Manager, contact details, name of the person who prepared the plan and the person who approved it.
2. The companies performing the work: information about the Contractor and its subcontractors, specifying which contractor will perform which activities in relation to the given work.
3. Work equipment used: all work equipment that may be significant from an occupational safety perspective in relation to the task and work performance: especially those equipment that are required to undergo periodic inspections or safety reviews (the list is shown under the Completion Guide tab). Name and type of the equipment, whether provided by the Contractor or ALTEO, whether the related documents have been submitted **(drop-down list)**.
4. Persons involved in the work: the name of the person performing the work, their area(s) of responsibility, and their task(s) must be described as accurately as possible **(drop-down list)** (e.g. welder, persons performing fire-hazardous activities, forklift driver, bridge crane operator, assistant worker, insulator, electrician). If someone holds more than one role at the same time, this fact must be indicated in the other columns. Must be checked whether the documents relating to the persons have been submitted **(drop-down list)**.
5. The mandatory personal protective equipment: personal protective equipment that must be worn by the employees, including the area of protection (head, feet, body, eyes, etc.), the name of the equipment (safety helmet, safety shoes, body harness, safety glasses, etc.), the exact manufacturer, type, and standard number (e.g. EN 397) required to identify the protective given equipment, who are required to wear them (in accordance with the persons listed in the previous section.)
6. Analysis of the work process related risks:
    a. Each activity broken down by the required steps.
    b. What can go wrong? Technical conditions: unsafe condition. Personal conditions: unsafe operation.
    c. Hazards associated with the activity **(drop-down list).**
    d. Risk management (planned measures) **(drop-down list)**

Other task-related entries:

- Expected amount of waste generated, waste disposal:
- Other working groups working nearby:

2.2.2. Safety and Health Protection Plan (SHPP)

For construction activities requiring official authorisation, a **Safety and Health Protection Plan** must be prepared in the following cases:

- if the total duration of the construction activity is expected to be over 30 working days, and more than 20 employees are working at the same time, or
- if the planned amount of work exceeds 500 man-days, or
- if several companies work on the implementation of a given project at the same time at the same workplace.

The plan must first be drawn up during the design phase and then updated with any changes during the construction phase. When designing the content, the requirements of all applicable laws (currently SzCsM-EüM Joint Decree No. 4/2002 (II.20.)) and the following must be taken into account:

- timely execution of the work processes
- coordination of simultaneous work activities, their specific rules
- list of activities that can only be performed sequentially
- list of the protective equipment and protective measures
- rules for preventing unauthorised access.

The above plan must be prepared by the Safety and Health Coordinator (a professional qualified in occupational safety), who is also responsible for making any necessary amendments and ensuring compliance with it during the construction works. The Safety and Health Coordinator must be appointed and employed by the Main Contractor.

2.2.3. Full risk assessment (Non-simplified)

A comprehensive risk assessment must be prepared for construction projects that are not subject to official authorisation, but when any of the following applies:

- if the total duration of the construction activity is expected to be over 30 working days, and more than 20 employees are working at the same time, or
- if the planned amount of work exceeds 500 man-days, or
- if several companies work on the implementation of a given project at the same time at the same workplace.

Please note: the risk assessments must be submitted for approval at least 3 working days before the actual start of work. The risk assessment musts be reviewed by the Contractor's representative assigned to the given workplace (who issued the work permit). Upon request, the HSE staff of ALTEO Nyrt. will provide professional assistance in the assessment process.

2.2.4. High-risk activities:

1. Working in confined spaces, unless the activity is limited solely to review or inspection (see Annex 5 for more details);
2. Work involving a critical fire hazard;
   We consider work involving a critical fire hazard to be any activity involving a fire hazard that is carried out in the immediate vicinity of the technology operated, or any activity that may involve a degree of heat that could be considered a source of ignition from an environmental perspective (see Annex 4 for more details);
3. Lifting operations for which a lifting plan must be prepared, or which is carried out under special circumstances.
   Lifting operations carried out above the technology operated, in confined spaces, or above residential buildings shall be considered lifting operations under special circumstances (see Annex 5 for more details);
4. A major dismantling of hazardous equipment, work involving the dismantling of pressurized parts of the technological systems, and any activity where the release of hazardous substances can be expected;

5. Work above or below water that involves a risk of falling or drowning, if there is no technical protection system in place (see Annex 7 for more details);
6. Concurrent work by contractors, if it jeopardizes the safety of each other's activities;
7. Other work involving particularly high risk or performed under special conditions (in particular earthwork, see Annex 6), under polytunnel, in plastic tunnels or in any other enclosed area, in an inert atmosphere) at the operator's discretion.

2.3. Personal and technical conditions for the work performance:

2.3.1. Personal requirements for the work performance:

- The Work Supervisors of the Contractor and/or the subcontractor may only enter the premises, facilities, and leased properties of ALTEO Nyrt. for the purpose of performing work after successfully completing the valid ALTEO Nyrt. HSE training and passing the exam. All Work Supervisors to be listed as supervisors on the work permit must have HSE supervisor training. The document certifying the successful completion of the exam must be kept on site by the Work Supervisor. The HSE training and exam are valid for one calendar year and must be renewed before they expire (01.01.2026 to 31.12.2026).

In the case of construction activities requiring official authorisation or exceeding 30 working days (excluding planned maintenance activities), the Contractor's Work Supervisor(s) must participate in the HSE training provided by ALTEO Nyrt. for the given project before commencing work.

- The Work Supervisor must ensure that all members of the work team receive a training on the HSE training materials relating to the premises, facilities, and leased properties of ALTEO Nyrt. and its activities. Following the training, the members of the work team shall declare in writing that they have familiarised themselves with the HSE regulations of ALTEO Nyrt. and acknowledge that they are obliged to comply with them. The Employee Declaration must be kept in the workplace and presented upon request. Only persons who have attended the employee training session and confirmed their attendance with their signature may perform work.
- Only persons who are fit for work are entitled to perform work.

2.3.2. Material conditions for the work performance:

- The workers must have the personal protective equipment specified in the relevant legislation, risk assessment, and work permit, as well as uniform work clothing bearing the Contractor's logo that covers the arms and legs.
  In the case of construction work at the premises of ALTEO Nyrt. where there is no immediate risk of injury to the hands, arms, or legs, short-sleeved work shirts (T-shirts) and short work pants may be worn, provided that the relevant risk assessment expressly permits this. Wearing short clothing is not permitted in the technology area.
- The Contractor is responsible for determining, providing, and monitoring the use of the protective equipment necessary for the activities based on a risk assessment. The Contractor shall continuously ensure that the specified protective equipment is in good working order and provides full protection. In the event of damage, the equipment shall be repaired or replaced. The protective capacity of the protective equipment, and where required, its periodic inspection must be identifiable at the place of work.
- When performing their work, the workers may only use tools and work equipment that are suitable for the job and have been inspected in accordance with the law.
  In the case of non-hazardous work equipment, the documents certifying the inspections carried out in accordance with the applicable legislation, which is currently NGM Decree No. 10/2016 (IV. 5.) and for hazardous work equipment, Article 3 of MüM Decree No. 5/1993. (XII. 26.) must be available for inspection by the HSE unit.

- Depending on the work area and activity, the Contractor must have a sufficient number of gas concentration measuring instruments (rented or owned) for detecting the gases specified in the relevant permit. The device may only be operated by persons who are familiar with its operation, and who are authorised by the company to perform the work. The certificates confirming the periodic inspection and calibration of the instruments must be available.

2.3.3. Mandatory protective and work clothing, personal protective equipment.

Protective clothing and workwear that must be worn in the technological areas of the ALTEO Nyrt. premises, and personal protective equipment

2.3.3.1. At the industrial power plants and heating power plants

- Industrial safety helmet (MSZ EN 397:2025 Type 2; EN 50365)
- When performing activities where flammable and explosive liquids, gases, dusts, or vapors may be released or are present in hazardous quantities, the workers must wear closed, antistatic, flame-resistant, or flame-retardant protective clothing marked with the Contractor's logo (MSZ EN ISO 13688:2013, MSZ EN ISO 11612:2016, MSZ EN ISO 14116:2016, MSZ EN 1149-5:2019 protection category) 1*
- In other areas, closed, uniform workwear, marked with the Contractor's logo must be worn
- Type S3 closed safety footwear (MSZ EN ISO 20345: 2022/A1 2024)
- At the premises of BC Erőmű and BC Power Erőmű:
  - safety glasses (MSZ EN 166, optical class 1, protection category F)
  - full-face respirator mask ABEK-CO-NO-Hg-P3 with inserted filter
  - a protective helmet with a chin strap is mandatory.

2.3.3.2. At the hydroelectric power plants, water treatment plants and solar power plants

- Industrial safety helmet (MSZ EN 397:2025 Type 2; EN 50365)
- Uniform workwear with the Contractor's logo
- Type S3 closed safety footwear (MSZ EN ISO 20345: 2022/A1 2024)
- For work involving a risk of falling into or submerging in water, the workers must be provided with an automatically inflatable life jacket. (hydroelectric power plants)

2.3.3.3. At the wind power plants

- Industrial safety helmet (MSZ EN 397:2025 Type 2; EN 50365)
- Uniform workwear with the Contractor's logo
- Type S3 closed safety footwear (MSZ EN ISO 20345: 2022/A1 2024 and MSZ EN ISO 22568-1:2019)
- Full body harness (EN 361) due to the risk of falling from a height, fall arrest device with Y-strap energy absorber (EN 355, EN 353-1,2)
- For work where it is necessary to work in a specific position in order to ensure safety during the work process - e.g., repairing lighting in a tower - a work positioning harness must be used (EN 358).

1* *Note: At the premises and technologies of BC Erőmű, BC Power and TVK Erőmű, it is continuously mandatory, not only for activities where it may occur!*

Please note: At some of our sites, in addition to the mandatory protective equipment, additional protective equipment must be worn, as shown on pictograms (safety glasses, ear defenders, protective gloves, aprons for protection against acids and alkalis, etc.).

2.4. Occupational safety conditions for the work performance:

- The Contractor shall comply with the relevant provisions of the applicable legislation on occupational safety, in order to ensure a safe working environment. Before commencing the work, the Contractor shall ensure appropriate working conditions for the workers (meals, changing facilities, first aid facilities, etc.) based on the expected number of workers, the nature of the work, and the conditions at the site.
- In the case of work requiring the employment of 3 or more persons for more than 3 working days at a time, the Contractor shall provide MOBILE TOILETS for its employees and subcontractors, or may use the toilets at the site or the mobile toilets provided by ALTEO Nyrt., on the basis of a separate agreement.
- The Contractor shall ensure that its employees and subcontractors arrive at the workplace in a fit state to work and perform their work with the expected expertise and care.
- The Contractor shall be liable for any damage caused by its employees or subcontractors.
- If the Work Supervisor has to leave the workplace, he is obliged to appoint a suitably qualified substitute to replace him. In the absence of a suitably qualified substitute, the work must be suspended.
- If the nature of the activity so requires, the Contractor shall place the safety and health signs required by law in a clearly visible manner in the work area handed over to it, and shall check the presence of these signs and maintain them.
- The Contractor is obliged to ensure that no unauthorised persons are present in the work area assigned to it.
- It is prohibited to wear footwear that could cause sparks or synthetic clothing in areas classified as explosive, or to bring ignition devices into such areas!
- If there is a change in the number of workers or personnel, the Contractor shall report this to the issuer of the work permit, and instruct the new workers on the HSE requirements, in accordance with the applicable regulations.
- The Contractor shall report to the organisational unit/person issuing the work permit every day before starting work.
- The persons working in the work area are required to maintain order and cleanliness throughout the entire duration of their work.
- If the Contractor employs or uses one or more subcontractors, performance assistants, collaborators, or work teams performing various activities at the work site, then the coordination of fire protection and occupational safety (the coordination of their activities) is the responsibility of the Contractor, for which it is legally liable.
- The Contractor shall be liable for all occupational safety, fire protection, and environmental protection activities of all subcontractors employed by it.
- The Contractor shall store and warehouse all the materials used in the course of its activities, the dismantled materials, the materials prepared for installation, and hazardous materials, etc. in accordance with the relevant laws, standards and regulations.
- Smoking is only permitted in designated areas. Smoking is prohibited at the premises of BorsodChem Zrt., BC Erőmű, and BC Power Erőmű!
- The national traffic regulations apply at the premises of ALTEO Nyrt, with a maximum speed limit of 30 km/h (20 km/h at sites without permanent supervision).
- The Contractor shall report all work accidents, incidents, and injuries to the organisational unit or person that issued the work permit, but the investigation of the incident and all other related tasks shall be the responsibility of the Contractor. If the incident requires investigation, the Contractor is required to inform the Customer's authorised representative assigned to the workplace (through the HSE contact person) of the results of the investigation and the measures taken.
- The Contractor shall take all safety measures not listed here but which must be taken due to the nature of the work site and the work tasks, in order to ensure that the work can be carried out safely and without risk to health.
- If subcontractors under the Contractor's control are performing parallel work in the work site, the Contractor shall coordinate their parallel work. If several Contractors are working

in the given work site, the coordination of the parallel work shall be performed by the person designated by the Customer (ALTEO Nyrt.).
- When applying for the work permit, the Work Supervisor shall request information from the permit issuer, and the permit issuer is obliged to provide information about the parallel activities taking place in the work site. In such cases, the Work Supervisor shall contact the Work Supervisor of the group performing the parallel activities and ensure that the activities of the two groups do not pose a risk to each other.

2.5. Fire safety requirements for the work

- Fire-hazardous activities may only be carried out with a permit for such activities: "Permit for occasional fire-hazardous activities."
- When designating the work site, care must be taken to designate appropriate escape routes and paths. During the work performance, the designated escape routes must be continuously monitored. It is PROHIBITED to store materials on the escape routes, or block them or make them narrower, even temporarily!
- Depending on the workplace, the workers must familiarise themselves with the alarm signals used and the actions to be taken after an alarm, which must be explained by the Contractor's authorised representative appointed for the work site.
  With regard to BorsodChem Zrt., BC Erőmű, and BC Power Erőmű: In the event of a siren or other warning signal, the activity must be stopped, and the gas mask that has been kept ready for use must be put on, the work area must be secured (disconnecting the electrical equipment, cooling hot and glowing surfaces, closing the gas cylinders, etc.), and the workers must leave the work site in a direction perpendicular to the wind direction. The wind direction is indicated by wind socks.
- When performing fire-hazardous activities, the Contractor shall ensure that a revised fire extinguisher with the prescribed units of extinguishing agent is available.
- Occasional fire-hazardous activities may only be carried out with prior written permission, and under specific conditions set based on the site's characteristics. The conditions shall be determined by the person who directly supervises the activities of the workers, and who gives them direct work instructions.
- Welders and workers working with open flames, and those directly supervising their work must have a valid fire safety exam certificate. The fire safety exam certificate must be kept on site.
- The fire permit must be signed by the person designated by the Customer, who may supplement the permit in accordance with the specific local characteristics of the work site.
- The gas cylinders stored in the work site must be stored in accordance with the relevant legislation in force. At the point of use of the gas, only cylinders containing a single replacement gas supply may be stored in a designated container.

2.6. Environmental conditions for the work performance

- It is prohibited to bring materials with incomplete or damaged labeling and/or packaging and/or unidentifiable materials or preparations into the place of the work activity, work site or technological area.
- The Contractor is obliged to collect hazardous and non-hazardous waste generated during the course of its activities in appropriately sized containers, in a manner that prevents environmental pollution, and in a selective manner. The Contractor is responsible for providing collection containers.
- Unless otherwise specified in the contract, the Contractor shall be obliged to have the waste generated (as its own production waste) removed by a carrier with a valid license, and handed over to a disposal company with a valid license.

- The Contractor shall keep records of the waste collected and transported by it, and shall hand over the reports and documents certifying the transport and destruction of the waste to the Customer, prior to the completion of the contract.
- The Contractor shall report any events involving environmental impact or pollution occurring during the performance of the work to the Customer's Environmental Protection Officer.
- The consequences of incidents involving environmental pollution or environmental impact, occurring during the work, must begin to be eliminated immediately after they occur. The costs incurred shall be borne by the Contractor.

2.6.1. Requirements for the chemical substances used

- When selecting and using hazardous substances and preparations necessary for its activities, the Contractor shall take into account the hazards of the substance/preparation to be used, the hazards present at the place of the activity, in the work site and in the technological area, as well as the interaction between these hazards.
- When performing activities involving hazardous substances and preparations, the Contractor shall keep the safety data sheets for the hazardous substances and preparations used by it at the place of work or within easy reach (e.g. within the premises).
- If the hazardous substance may affect the environment of the Operator (the manager of the technological area affected by the work) or a third party, the Contractor shall inform the Customer of this fact before commencing the activity.
- If necessary, the conditions agreed upon by the Contractor and the Customer regarding the use of hazardous substances must be specified in the Work Permit.

2.7. Property security conditions for the work performance

- The Contractor and its workers may only perform work in the manner and within the area specified in the contract concluded for the performance of the given work (see the relevant sections 2.1, 2.3, 2.8).
- It is prohibited to bring alcohol or intoxicating substances into the work site.
- The Contractor agrees that the HSE specialists and Site Managers of ALTEO Nyrt. may subject its workers to breathalyzer tests during the course of their work.
- The Contractor assumes full liability for the actions of its workers.
- The Contractor acknowledges that ALTEO Nyrt. operates a property security system (cameras, alarms, and at certain sites, access control systems) at its premises and uses remote monitoring. The Site Managers and the information boards on the site provide more information about the camera system.
- Specific property protection instructions will be provided for each site by the Project Manager and/or Site Manager, on site.
- The Contractor may enter the premises of ALTEO Nyrt. in the presence of or with the permission of an employee of ALTEO Nyrt.
- During an alarm, the Contractor may only enter a remotely monitored site without an ALTEO Nyrt. staff member if it notifies the remote monitoring center of its entry, by calling the designated phone number. Once the work is completed, the remote monitoring center must be notified again, requesting them to re-activate the alarm system.
- At sites equipped with an alarm system but with no permanent supervision:
    - typically, in the area of the solar power plants, the fence may only be touched after the alarm system has been deactivated. The deactivation is performed by the remote monitoring center. The Contractor can verify that the system is inactive by checking the indicator lights mounted on the fence.

- in the wind farm areas, when work needs to be performed, advance notification must be given to the remote monitoring center, and the alarm may only be deactivated in the presence of an ALTEO Nyrt. employee who is on site or by that employee. This also includes wind farm switch stations, BESS units installed at stations or at separate locations, and their areas.

2.8. Work site handover and takeover procedure

2.8.1. Simplified work site handover and takeover procedure

In the case of maintenance, repair, installation, and minor construction works (which are not subject to the Safety and Health Protection Plan (SHPP) and full risk assessment), the work site may be handed over after the work permit has been issued.

The process does not require separate documentation. The rules for using the work site must be specified by the Customer in the work permit. The handover of the work site involves a joint field visit, during which the Customer and the Contractor designate the boundaries of the work site and the Customer (Operator) explains the hazards posed by the work site and the working environment.

2.8.2. Work site handover and takeover procedure for construction projects

The work site handover and takeover procedure must be conducted in accordance with the contract or order, and in case of construction projects it may precede the issuance of the work permit (the issuer of the work permit must be specified in the SHPP prior to the start of the construction works).

The work site handover and takeover procedure must be documented in writing, which must include the most important regulations applicable to the work site, the main hazards of the work site, and other issues and problems not regulated elsewhere but which may jeopardize the safety of the construction work.

If the construction work is not subject to the SHPP or is not specified in the SHPP, the name of the contractor or person responsible for coordination must be specified in the work site handover and takeover report.

After taking over the work site, the Contractor shall fence off the work site in a clearly visible manner (taking into account the circumstances). Warning, prohibition and information signs must be placed by the Contractor at the boundary of the fenced-off area. The information sign must include the name and registered office of the company or companies performing the work, as well as the name and contact details of the Work Supervisor.

If fencing off the work site is not possible or justified for any reason (e.g., mowing, plant care, checking sprinklers and other fire protection equipment, etc.), the Contractor shall indicate the fact of the work, the name of the Contractor, the name of the Work Supervisor, and their contact details by placing a sign on the access route to the work site.

If there is any hazard on the work site which justifies it, safety and health protection signs must be used, to protect the workers and other persons staying within the scope of the work.
The placement of these signs is the responsibility of the Contractor working at the work site. The warning and prohibition signs must draw the attention of the workers and persons staying within the scope of the work to the hazards present at the workplace.

After taking over the work site, the Contractor shall be responsible for ensuring the protection of persons staying within the scope of the work in accordance with the applicable legislation (Act XCIII of 1993).

3. Documents that must be kept at the work site

Work may only be performed at ALTEO Nyrt. sites/projects by persons who have documents certifying their suitability, education, qualifications, and authorisation to perform the given activity:

- valid occupational health suitability certificate
- the certificate of the Work Supervisor, minutes of the training provided
- fire safety exam certificate (for the jobs and activities specified in the legislation)
- work site handover and takeover report, and insurance report (where necessary)
- risk assessment or SHPP (where required by ALTEO Nyrt.'s internal policies)
- list of the work tools and instruments, periodic inspection reports
- safety data sheets for the chemicals used
- periodic inspection reports for the lifting equipment, fasteners and machinery
- mandate for the first aid staff and the related training documentation
- documents certifying professional qualifications (crane operator, welder, other machine operator, etc.)
- work permit.

The above documents may be stored and presented on site also in electronic form.

4. Work Supervisor

The Contractor shall appoint a Work Supervisor to manage the work on site. In addition to the general employment conditions, the following conditions shall also apply to the Work Supervisor:

- must be suitable for managing multiple people
- must understand the hazards and sources of danger specific to the given work environment
- must know the health, safety and environmental regulations necessary for performing the work and able to apply them in practice
- must participate in the Work Supervisor training required by ALTEO Nyrt. and pass the exam, which is documented (HSE card, to be presented upon request).

The Work Supervisor is responsible for the following:

- ensuring that the working conditions at the work site do not pose a health risk to the workers under his supervision, enforcing and monitoring compliance with the safety regulations set out in the relevant legislation;
- must clearly distinguish himself from the workers performing work under his supervision (coloured armband, different coloured safety helmet, vest, etc.);
- when noticing any irregularities during work, he is obliged to suspend work and report this to the Operator's representative;
- he may only leave the work site after the work has been suspended; the workers under his supervision are prohibited from working in his absence;
- he may only perform work if he is still able to safely monitor the workers under his supervision performing the work, and any movements or events that pose a danger, and is able to take action in a timely manner and respond to any dangers that may arise;
- in the case of work in confined spaces, in addition to his general management duties, he may only perform supervisory tasks;
- informing the workers performing work under his supervision in writing about the risks of the work and the HSE regulations to be observed.

5. Organisational requirements

5.1 Provision of social facilities and equipment

The Contractor shall ensure that the minimum level of occupational safety requirements is met in accordance with the legislation in force during the performance of its work at the premises or facilities of ALTEO Nyrt. (currently SzCsM-EüM Joint Decree No. 3/2002 (II. 8.)).

If the place of work is classified as a construction site, the applicable legislation must be taken into account, which is currently "SzCsM-EüM joint decree No. 4/2002 (II.20.) on the minimum occupational safety requirements to be implemented at construction sites and during the construction processes."

The Contractor shall provide drinking water, protective beverages appropriate to the nature of the work and the current weather conditions, protective equipment, and cleaning and hygiene conditions appropriate to the nature of the activity and work.

In the case of work carried out in a technological area or outdoors, if the work is expected to last longer than 2 days and at least 10 people are expected to be working at the same time (meaning the total number of employees of the Contractor and its subcontractors combined), the Contractor must provide a rest area (container) and at least one mobile toilet at the work site. This number should be increased by one mobile toilet for every additional 5 people.

If the work lasts longer than 2 weeks, washing facilities must also be provided. This obligation does not have to be fulfilled, if after the end of the work, the Contractor ensures that the workers are transported back to a central location where adequate washing facilities are available.

In the washing facility, there must be 1 wall-mounted washbasin for every 5 workers, and 1 shower with cold and hot running water for every 20 workers. The washing facility must be ventilated, lit and heated. The temperature to be maintained is 21 °C. Separate showers or separate use of showers must be provided for women and men.

The container used for resting must be heatable (in winter, when the average daily temperature is below +4°C) and coolable (in summer, when the average daily temperature exceeds +24°C) and must be of a suitable size.

The containers provided by the Contractor shall be installed in accordance with the approved organisational plan. In the absence of such a plan, installation may commence after successful consultation with ALTEO Nyrt.
Deviations from the above are only possible if the contract governing the activity stipulates otherwise. The contract may not contradict the applicable laws.

5.2 First aid requirements

The Contractor shall provide first aid facilities, and ensure that a person trained and certified in accordance with the specific regulations and designated to provide first aid is always available among the employees (proof of training must be presented upon request).

Measures must be taken to ensure that workers who have suffered an accident or suddenly become ill can be transported for medical treatment at any time.

In the case of maintenance or project activities requiring a significant number of personnel, if the size of the workplace or the type of activity so requires, one, or if necessary, more than one first aid rooms must be set up. The obligation to establish a first aid room applies if more than 50

workers are employed at the construction site at the same time. The first aid room must be marked in accordance with the relevant legislation in force (currently MüM Decree No. 2/1998 (I. 16.)). The first aid must be designed so that a stretcher carrying an injured person can be easily brought in.

The first aid room must be equipped with appropriate first aid supplies and equipment.

In addition to the above, first aid equipment must also be available in all places where the working conditions require it.
The locations of the first aid equipment must be marked in accordance with the specific legislation and must be easily accessible.
The address and phone number of the nearest emergency services must be clearly displayed and marked.

6. Occurrence and reporting of HSE events

The Contractor shall report any event that involves or is related to the following:

- personal injury
- the occurrence of fire or smoke
- technical accidents involving material damage or equipment failure
- environmental pollution
- traffic accident.

The notification must be made to the head of the technological area affected by the work (Operator) and to the Customer (the Customer's representative designated in the contract) in connection with events affecting the employees of the Contractor and any subcontractors.
The verbal notification must be confirmed in writing within 24 hours with the following information:

- date and time of the event
- location of the event (company/specific location)
- nature of the event (real event/quasi event)
- type of the event (whether it is a process accident, personal injury, property damage, road accident, occupational illness, environmental spill, fire/explosion, road incident)
- whether it is related to work performance
- the persons affected (own employee, supplier/subcontractor, third party)
- a brief description of the event
- personal details of the person making the report.

To facilitate the subsequent investigation of the incident, the scene should be left unchanged as far as possible after the incident has been reported, until the arrival of the plant's personnel. The Contractor shall order an immediate investigation into the causes of the events, and document it in accordance with the relevant legislation, and shall report any personal injury to the authorities. The Contractor shall involve the designated representative of ALTEO Nyrt. in the investigation of the incident through consultation and shall provide a copy of the investigation report to the representative.

7. What to do in an emergency

The Contractor shall learn the alarm rules at the place of work, the method of alarm, gathering points, emergency phone numbers, and the expected rules of conduct.
The issuer of the work permit shall inform the Work Supervisors of these rules.

8. Rules and procedures for sanctioning violations of the regulations

The Contractor, its employees (agents), and its subcontractors working for ALTEO Nyrt. are responsible for complying with the provisions of this Policy and the applicable occupational safety, fire safety, and environmental protection regulations set forth in the relevant legislation.
During the performance of the Contractor's work, the designated representatives of ALTEO Nyrt. shall be entitled to conduct on-site inspections, to verify that the work is being performed in accordance with the rules. The inspections may cover checking compliance with the applicable laws and regulations, and the HSE requirements of ALTEO Nyrt.
ALTEO Nyrt. may impose occupational safety sanctions for violations identified and documented during the on-site inspections, depending on their severity.

For violations identified and documented during the on-site inspections, ALTEO Nyrt. is entitled to apply the following sanctions, depending on their severity:

- request for correcting the deficiencies
- ordering special occupational and fire safety training
- revocation of the work permit, temporary suspension of the work
- imposing HSE penalties (fines), as specified in Annex 1
- putting a temporary ban on the staff of the Contractor and its subcontractor from entering the premises of ALTEO Nyrt., as specified in Annex 1
- termination of contract with immediate effect.

By signing the Contract of Engagement, the Contractor declares that if it violates the provisions of this Policy, the legal consequences set out in this Policy may be applied, and it considers these to be lawful and proportionate.
The Contractor agrees that any delays due to occupational safety, fire safety, or environmental protection sanctions do not constitute grounds for modifying the performance deadline specified in the contract.

8.1. Sanctioning process

If the Contractor, its employee, or a subcontractor violates the relevant regulations or laws for the first time, the Customer shall issue a written warning to the Contractor.

If the Contractor, its employee or subcontractor repeatedly violates the regulations or legal provisions, depending on the nature of the violation, the Customer may, at its discretion, apply the sanctions (penalties, other legal consequences) specified in Annex 1 to the Contractor.

In the event of a serious breach, the Customer shall be entitled to apply the sanctions specified in Annex 1 immediately, instead of issuing a written warning.

A violation is considered to be serious if it could result in **serious harm** to the life, physical integrity, or health of the employees or persons within the scope of the work.

If several contracts exist simultaneously between the Contractor and the Customer (regardless of the place of performance), violations of the rules shall be calculated collectively and not separately for each contract.

Sanctioning procedure:

Persons authorised to conduct inspections shall record any violations detected during the inspection in a report. The completed report shall be signed by the employee who committed the violation or by the representative of their employer, who is authorised to acknowledge or contest the violation.

The person conducting the inspection shall send the report, supplemented with a proposal for sanctions, to the Sustainability and HSE Director, who shall decide on the application of sanctions and the amount of the fine (HSE penalty) within his own authority. The Contractor and the Customer shall be informed in writing. If the sanction is a ban, the Ethics, Compliance, and Control Director of ALTEO Nyrt. must also be informed of the decision. The Contractor shall pay the penalty by the deadline specified in ALTEO Nyrt.'s letter requesting the payment of the penalty. If the Contractor fails to pay the penalty within the specified deadline, the penalty amount may be deducted from any remuneration due to the Contractor.

The Contractor agrees that the payment of the imposed penalty (HSE penalty) is a condition for the payment of the contractual fee specified in the contract.

Persons authorised to conduct the inspections and propose sanctions:

- in the case of construction work subject to SHPP, the persons specified in the HSPP
- in the case of construction, repair, and maintenance work not subject to SHPP, the persons specified in the contract
- in the case of construction, repair, maintenance, etc. work. subject to the keeping of a construction log (e-log, paper log), the persons designated in the construction log
- in all other cases:
    - the staff of ALTEO Nyrt.'s Sustainability and HSE Directorate
    - the Customer's designated representatives
    - the Manager or designated person of the project site (premises)

9. Annexes:

Annex 1: Penalties for the violation of rules

Penalties for the violation of rules (penalty and other legal consequences)			
No.	**Non-compliance**	**Penalty amount**	**Other sanction**
1.	Failure to comply with the provisions of the legislation on the design and use of scaffolding (*SzCsM-EüM Joint Decree No. 4/2002 (II.20.); NGM Decree No. 10/2016 (IV.5.), Act XCIII of 1993)* and the related standards.	HUF 100,000 to 200,000*	Suspension of the work until the deficiency is remedied.
2.	Failure to comply with the legislation on lifting equipment and lifting operations *(GM Decree No. 47/1999 (VIII.4.); NGM Decree No. 10/2016 (IV.5.); NFGM Decree No. 16/2008 (VIII.30.); SzCsM-EüM Joint Decree No. 4/2002 (II.20.); Act XCIII of 1993)* and the related standards.	HUF 100,000 to 200,000*	Suspension of the work until the deficiency is remedied.
3.	Violation of the rules of the Safety and Health Protection Plan (SHPP).	HUF 100,000 to 200,000*	
4.	Performing work requiring a work permit without such permit. 1: lack of a general work permit 2: lack of supplementary work permits	1: HUF 200,000 2: HUF 150,000	Suspension of the work.
5.	Failure to comply with the conditions specified in the permit for occasional fire-hazardous activities.	HUF 100,000	Suspension of the work.
6.	Lack of Simplified Occupational Safety Risk Assessment (HSE plan).	HUF 100,000	Suspension of the work.
7.	Work performed without HSE training.	HUF 50,000	Suspension of the work by the persons concerned until the HSE training has been completed.
8.	Work performed in the absence of a Work Supervisor with a valid HSE card who is present on site.	HUF 50,000	Suspension of the work.
9.	Lack of or inadequacy of the required documents to be kept on site.	HUF 50,000 per item	Suspension of the related activities.
10.	Lack of or inadequacy of the medical fitness documentation.	HUF 50,000	Suspension of the work to be performed by the related worker.
11.	Violation of the smoking regulations. Violation of the ban on lighting fire.	In industrial environments: 200,000 HUF. For greenfield work: HUF 100,000	Ban: 6 months (per person).
12.	Lack of supervisors (earthworks, fire-hazardous work, work in confided spaces).	HUF 50,000 per occasion, per person.	Suspension of the work until the deficiency is remedied.
13.	Inappropriate protective equipment being provided and used, or failure to use the protective equipment provided.	HUF 100,000 per occasion, per person.	Suspension of the work by the related worker until the deficiency is remedied.
14.	Failure to wear the required work clothes at the workplace.	HUF 50,000 per occasion, per person.	Suspension of the work by the related worker until the deficiency is remedied.

15.	Bringing in, consuming or storing alcohol or intoxicating substances at the ALTEO Group premises, or attempting to do so. Working while unfit for work.	HUF 100,000	Ban for 3 years (for the person).
16.	Refusal to cooperate with the inspector during an on-site inspection, obstruction of the inspection.	HUF 100,000	Ban for 1 week (for the person).
17.	If the worker seriously endangers his own or another person's physical integrity or health.	HUF 150,000	Ban for 3 years (for the person).
18.	Failing to display which company the worker is working for.	HUF 50,000 per person	
19.	Lack of clearly visible distinction of the Work Supervisor.	HUF 50,000 per person	
20.	Failure to comply with the report requirements.	HUF 100,000	
21.	Incorrect designation of the work site.	HUF 50,000 to 150,000*	
22.	Inadequate construction, marking, and fencing of work pits.	HUF 100,000	Suspension of the work until the deficiency is remedied.
23.	Violation of the regulations concerning material storage and warehousing.	HUF 100,000	If the deficiency is not remedied within the agreed deadline, ALTEO will invoice the cost of removal/cleaning.
24.	There are sharp objects protruding in the work area that pose a safety hazard, for reasons attributable to the Contractor.	HUF 50,000 to 200,000*	
25.	Leaving the work area untidy, failing to check for fire hazards after work, failing to disconnect the electricity in the work site after work.	HUF 100,000 to 200,000*	
26.	Failing to cover and fence the pits, floor breaks, and holes in the work site.	HUF 150,000	
27.	Walking in a restricted area (not through a designated passageway, in a closed-off work area) or staying there.	HUF 100,000 per occasion, per person.	
28.	Violation of the traffic regulations, parking in prohibited areas.	HUF 100,000	
29.	Crimes against property, theft, damage to property, etc.	HUF 100,000	Compensation for the damages, permanent ban.
30.	Negligent road pollution, damage to the area, soil contamination during transport.	HUF 100,000	Damage repair, cleaning.
31.	Inappropriate storage of waste and hazardous waste.	HUF 100,000	If the deficiency is not remedied within the agreed deadline, ALTEO will invoice the cost of removal/cleaning.
32.	No social facilities provided (toilets, rest areas, dining containers, etc.) Deadline: start of work.	HUF 50,000	
33.	Failure to comply with the provisions of the regulations and relevant legislation, not specified in this policy.	HUF 50,000 to 200,000*	
In the event of repeated violations within a calendar year, the amount of the fine shall increase as follows: In the case of 2-4 repetitions, the penalty amount increases by 1.5 times, in the case of 5-7 repetitions by 2 times, and in the case of 8 or more repetitions by 3 times!			
* The amount of the penalty depends on the severity and danger of the violation committed.			

Annex 2 Simplified risk assessment template document

SIMPLIFIED RISK ASSESSMENT FOR WORK TASKS, FOR MAINTENANCE & REPAIRS, AND FOR PROJECTS			
1. GENERAL INFORMATION			
Description of the work	**Demo work**		
Work permit / contract / project number	**KT S102-012345678**		
Planned start date of the work	**2 February 2026, 9:00 a.m.**		
Planned completion date of the work	**13 February 2026, 4:00 p.m.**		
Night work	**No**		
ALTEO contact person's name			
Name of the responsible Work Supervisor / Work Manager	**Manager: (enter name)**		
Contact details (mobile)	36 30 123 45678		
Simplified risk assessment prepared (date/version)	25.11.2025 / v1		
author:		(enter name)	
HSE plan approved by	on behalf of the Main Contractor	on behalf of the Operator	on behalf of HSE
2. COMPANIES PERFORMING THE WORK			
Companies performing the work	**Company name**	**Activity**	
Main Contractor	**Alteo Nyrt.**	mechanical installation/maintenance	

Subcontractor	Daru Únió	crane operation
Subcontractor	Excelsior	alpine technique
Subcontractor		

3. WORK TOOLS USED
(e.g. welding machines, lifting equipment, ladders, electric hand tools, first aid equipment, chemicals, scaffolding, etc. must all be listed) (except for personal protective equipment)

No.	3.1. Name of the work tool	3.2 Brand of the work tool	3.3 Is it provided by the Contractor or Alteo? *(Drop-down list)*	3.4 Has the related documentation been sent? Yes/No/In progress *(Drop-down list)*
1	Electric hand tools	Würth	Contractor	Yes
2	Submersible pump	Sulzer	ALTEO	
3	Lifting equipment		Contractor	Yes
4	Hydraulic press		Contractor	
5	Angle grinder	Hilti	Contractor	Yes
6	Hand tools	Würth	Contractor	
7	Extendable ladder	-	ALTEO	
8	Installation aids	Würth, Pentisol, Loctite		
9				
10				
11				
12				
13				
14				

4. PERSONS INVOLVED IN THE WORK

No.	4.1 Name	4.2 Responsibility No. 1. *(Drop-down list)*	4.3 Responsibility No. 2. *(Drop-down list)*	4.4 Has the documentation relating to individuals been sent? Yes/No/In progress *(Drop-down list)*
1.	**Name 1**	Work Supervisor	Lifting machine operator	Yes
2.	Name 2	Performing work involving fire hazards	Lifting machine operator	Yes
3.	Name 3	Maintenance technician (mechanic)	Lifting machine operator	Yes
4.	Name 4	Watcher and rescue staff member	Lifting machine operator	Yes
5.	Name 5	Maintenance technician (mechanic)	Working in confined spaces	Yes
6.	Name 6	Maintenance technician (mechanic)	Welder	Yes
7.	Name 7	Maintenance technician (mechanic)	Lifting machine operator	Yes
8.	Name 8	Watcher and rescue staff member	-	Yes
9.				
10.				

5. MANDATORY PERSONAL PROTECTIVE EQUIPMENT *(the mandatory items in the operating area do not need to be indicated)*

No.	Type of protection	Equipment providing additional or higher protection beyond the mandatory protective equipment in the operating area	Manufacturer and model / EN standard number	Mandatory for the workers
1.	**Head** (minimum: Protective helmet EN 397)			
2.	**Hearing**			
3.	**Eyes**			

4.	**Face**			
5.	**Breathing**			
6.	**Body** (minimum: protective clothing covering the entire body) Good visibility: class EN 20471 and 2			
7.	**Foot** (minimum: EN ISO 20345 /S3, can be shoes or boots)	Industrial safety boots	EN ISO 20345 /S5	1,5,8
8.	**Hands**	cut-resistant protective gloves	EN 388/2016 4X 43C	1, 2, 3, 4, 5, 6, 7
9.	**Fall**	Full body harness with waist belt	PETZL MSZ EN 358, MSZ EN 360	1,5,7
10.	**Fall**	Retractable fall arrest device with metal cable	IKAR MSZ EN 359	1,5,7
11.	**Drowning**	self-inflating life jacket	EN ISO 12402-6/A1 2010; EN ISO 12402-4/A1; 2010 type 766	1,2,5

6. WORK PROCESS, ANALYSIS OF RISKS ASSOCIATED WITH EACH STEP

No.	All steps of the activity	What can go wrong? Technical conditions: unsafe condition / Personal conditions: unsafe operation.	Hazards of the activity *(drop-down list)*	Risk management (planned measures) *(drop-down list)*
1.	Belt filter cover removal		Tripping, slipping, falling	Continuous supervision by the Work Supervisor (personal supervision)
			Working on a ladder	ladder safety monitoring
			Falling objects	Securing the lifting operator

2.	Cooling water inlet channel sluice gate		Fall from a height of >1 m	Body harness/energy absorber
			Falling into water	Self-inflating life jacket
3.	Cleaning of external surfaces of belt filters with high-pressure water cleaning equipment		Tripping, slipping, falling	Continuous supervision by the Work Supervisor (personal supervision)
			Falling into a narrow shaft	Guardrail
			High-pressure water	Mechanical goggles
4.	Removing filter panels at the cutting points		Tripping, slipping, falling	Continuous supervision by the Work Supervisor (personal supervision)
			Falling objects	Pre-work training
			Manual material handling	Pre-work training
5.	Unwinding the chain, cutting with an angle grinder cutting disc		Falling objects	Securing the lifting operator
			Sharp surfaces, objects	Cut-resistant protective gloves
			Cutting disc jamming	Continuous supervision by the Work Supervisor (personal supervision)
6.	Removing the filter frames from the extended chain		Manual material handling	Continuous supervision by the Work Supervisor (personal supervision)
			Tripping, slipping, falling	Pre-work training
7.	Work pit inspection using alpine techniques, inspection of sealing and wear surfaces		Fall from a height of >1 m	Body harness/energy absorber
			Enclosed space - confined workplace	Air capacity analysis
			Inadequate workplace lighting	Battery-powered lighting
8.	Assembly of new chain sections, filter frames, seals, wear surfaces		Noise	Hearing protection (minimum noise reduction capacity must be specified)
			Falling objects	Securing the lifting operator
			Manual material handling	Continuous supervision by the Work Supervisor (personal supervision)
9.	Installation of new chain sections into the belt filter using a bridge crane, fastening of chain links using a hydraulic press		Falling objects	Securing the lifting operator
			Fall from a height of >1 m	Body harness/energy absorber
			Manual material handling	Continuous supervision by the Work Supervisor (personal supervision)

10.	Chain tension adjustment		Enclosed space - confined workplace	Provision of other supervisors
			Lack of communication	URH transceiver use
11.	Belt filter inspection using alpine techniques, checking gaps and connections		Fall from a height of >1 m	Body harness/energy absorber
			Enclosed space - confined workplace	Provision of other supervisors
			Lack of communication	URH transceiver use
12.	Function tests		Rotating equipment without casing	Closed protective clothing

Annex 3: Lifting weights

The work process

1. When applying for a work permit, the Contractor shall indicate that the work will involve the use of cranes.
   The issuer of the work permit provides a "crane inspection sheet" to check whether the crane and its operator meet the requirements. **(The issuance of the work permit does not constitute permission to use a crane.)**

2. Before commencing the crane operations, the **Contractor** shall inspect the crane required for the work, check the technical condition of the ordered machine and its accessories, and verify the operator's authorisations. The Contractor shall **check (with the help of the Customer's representative, if requested)** whether a lifting plan needs to be prepared to perform the lifting operation. If the lifting operation is considered risky, the operator of the lifting machine must prepare a lifting plan. See the breakdown by location detailed in sections 2.1 and 2.2 of Annex 3.

   If a lifting plan is required, the Contractor shall submit a copy of the lifting plan prepared in accordance with the regulations to the Customer for approval, at least 72 hours (3 working days) prior to the lifting activity (installation). In all cases, ALTEO Nyrt.'s appointed lifting expert is authorised to assess the lifting plan and grant preliminary approval for the lifting.
   The Contractor shall provide the crane necessary for the work (if the lifting tasks fall within the Contractor's technical scope), check the technical condition of the ordered machine and its accessories, the operator's authorization, as well as the following:

   - Check that the load capacity of the machine ordered is sufficient for the weight of the load to be lifted.
   - Check the validity and existence of the following documents:
     - occupational safety compliance certificate
     - license to start the operations
     - Hungarian language operating instructions
     - loading diagram
     - lifting equipment log (properly maintained)
     - crane log book (properly maintained)
     - protocols confirming the completion of periodic reviews
     - valid registration certificate
     - qualification certificates for the riggers

   - Check that the crane operator meets the personal requirements:
     The crane may be operated independently on site by a person who:
     - is over the age of 18
     - is suitable based on the preliminary and periodic medical examinations
     - has the required qualifications
     - has received occupational safety training specific to the site

   - Check whether the conditions necessary for the safe positioning of the crane at the crane site are met, and whether there are any public utilities or other cables below ground level that could be damaged during the crane operation (the relevant manager at ALTEO Nyrt. will assist with this inspection).

2.1. The lifting is considered risky (TVK-Erőmű, BC-Erőmű and BC-Power Erőmű) if:
   - it is carried out in an area where the conditions for the safe operation of the lifting machines operating within each other's range must be planned
   - the lifting is performed with several cranes

- the load to be lifted exceeds 80% of the lifting machine's rated load capacity range (load capacity range corresponding to the boom extension)
- the load to be lifted exceeds 70% of the lifting machine's rated load capacity (load capacity corresponding to the boom extension), and any malfunction could endanger the existing facilities
- a lifting beam or column is used for the given lift
- the load exceeds 15 tons and is lifted above existing non-operational facilities
- the load exceeds 3 tons and is lifted above or close to existing operating facilities
- people are working in the immediate vicinity of or beneath a suspended load weighing more than 3000 kg and need to carry out assembly work (fastening, welding)
- the lifting is carried out near high- and low-voltage overhead power lines
- the manager of the plant providing the work area requests this, due to the technological processes taking place in his designated area

2.2. The lifting is considered risky (**except for section 2.1**, **at all other sites**, and **in the case of brownfield** or **greenfield work**) if:

- it is carried out in an area where the conditions for the safe operation of the lifting machines operating within each other's range must be planned
- the lifting is performed with several cranes
- the load to be lifted exceeds 90% of the lifting machine's rated load capacity range (load capacity range corresponding to the boom extension)
- the load to be lifted exceeds 75% of the lifting machine's rated load capacity (load capacity corresponding to the boom extension), and any malfunction could endanger the existing facilities
- the load exceeds 20 tons and is lifted above existing non-operational facilities
- the load exceeds 3 tons and is lifted above or close to existing operating facilities
- people are working in the immediate vicinity of or beneath a suspended load weighing more than 3000 kg and need to carry out assembly work (fastening, welding)
- the lifting is carried out near high- and low-voltage overhead power lines
- the manager of the plant providing the work area requests this, due to the technological processes taking place in his designated area

3. The documentation and technical inspections shall be carried out by the Contractor ordering the lifting operation and shall be certified in writing.

4. The Contractor shall notify the issuer of the work permit of the arrival of the lifting machine, fill out and present the completed ***Crane Inspection and Authorisation Form,*** which, after review and countersigning, shall be authorised by the authorised person (issuing the work permit) to commence the operation.

The issuing unit does not verify the accuracy of the information provided on the completed form when issuing the permit, but is entitled to carry out random checks at any time during the course of the work. If the inspection reveals deficiencies or non-compliance, the lifting operation must be suspended with immediate effect!

The issuer of the permit shall attach a copy to the work permit, and the original shall be kept by the person performing the lifting during the work process.

5. The Contractor shall notify the person who authorised the lifting operation upon the completion of the lifting operation. The completion of the lifting must be recorded on both copies of the ***Crane Inspection and Authorisation Sheet***, after which the machine may leave the site.

In the case of lifting operations that do not require a lifting plan, the process is the same as described above.

CRANE INSPECTION AND AUTHORISATION FORM Date:

The person ordering the crane operation (company name, name):	Name of the crane operator:
Company performing the crane-related work:	Vehicle driver, crane operator:
The crane operation is authorised by:	People involved in the crane operations (riggers, fasteners):

Name of the checked document	Yes	No
Occupational safety compliance certificate, commissioning permit		
Hungarian language operating instructions		
Loading diagram		
Lifting equipment log (properly maintained)		
Crane log book (properly maintained)		
Protocol confirming the completion of periodic reviews (with a satisfactory rating)		
Valid registration certificate		
Certificates confirming the entitlement of the crane operators (lifting machine operator, rigger)		
Document certifying the medical fitness of persons involved in crane operations		
Document certifying that occupational safety training specific to the site has been provided		
Date related to the lifting operation	Yes	No
The load to be lifted exceeds 65% of the load capacity corresponding to the boom extension of the lifting machine		
The load to be lifted exceeds 50% of the load capacity corresponding to the boom extension of the lifting machine		
Equipment failure may endanger existing facilities		
The load to be lifted is more than 15 tons		
The load to be lifted is more than 1 ton and the lifting takes place above an existing facility		
The load to be lifted is more than 1 ton and people are working under or in the immediate vicinity of the load		
The lifting operation takes place in the vicinity of overhead power lines		
Based on the preliminary examination, a lifting plan is required		
There is an approved lifting plan that complies with the regulations		
The lifting area must be fenced off, which has been done		
Personnel must be designated to secure the lifting area, and they are available.		

I authorise the start of the crane operation:

Name/signature Date:

We have completed the crane operation:

Name/signature of the person making the report Date:

I acknowledge the completion of the work; there were no reportable incidents during the work.

Signature

Annex 4: Rules for work involving fire hazards

OCCASSIONAL ACTIVITIES THAT POSE A FIRE HAZARD

Subject: Basic principles, concepts, and regulations related to fire-hazardous activities

This Annex provides explanatory and informative description of the provisions of the laws, regulations, and internal rules and regulations in force in Hungary.

Terms, general provisions:

- *Fire-hazardous activity:* any activity that involves temperatures exceeding the ignition temperature or flash point of combustible materials in the surrounding area, open flames, or embers, smoldering, or sparks that could be considered ignition sources.
- *Brownfield work: see section 1.1 (Definitions).*
- *Greenfield work: see section 1.1 (Definitions).*
- *HSE critical activity:* work that carries significant risk in itself or is performed under special conditions.

Conditions for authorising fire-hazardous activities

Personal requirements for the authorisation and commencement of occasional fire-hazardous activities:

- permits for occasional fire-hazardous activities may only be issued by persons who have passed the “Fire safety exam (1)”
- occasional fire-hazardous work may not be performed alone
- of the persons performing fire-hazardous work, at least the employee managing the work must have a "Fire Safety Exam (1)" certificate.
- welders and others who perform work involving open flames must have a fire safety certificate valid for the given area in order to perform their activities. Other fire-hazardous activities may also be performed by persons trained in fire safety rules and regulations!
- only workers with the required qualifications may perform work that is subject to qualification requirements under the law
- only persons who are at least 18 years of age and who are mentally and physically fit for the job may be entrusted with performing fire-hazardous activities

Additional conditions for commencing occasional fire-hazardous activities:

- after issuing the necessary permits, the issuer of the work permit shall hand over the work site to those performing occasional fire-hazardous activities as part of the work site handover procedure.
- before starting work, it must be ensured that the work site and its surroundings are in such a condition that the fire-hazardous activity can be carried out safely and that no equipment will be damaged during the activity.
- before commencing any fire-hazardous activity, it must be verified that there are no technological obstacles to the work, and this fact must be recorded in the written permit.
- combustible materials must be removed from within 5 meters of any work involving a fire hazard. If this is not possible, then:
    - the combustible materials must be separated from and covered with non-combustible, good thermal insulation material to protect them from radiant heat
    - when incandescent materials are scattered, the flammable materials must be covered

e.g. with a wet tarpaulin, or water must be sprayed on the environment at risk, etc. as a solution

Other safety regulations and obligations:

- The supervisors, (the issuers and countersigners of the permit), and the workers are required to comply with and enforce the working conditions specified in the issued permit, and to regularly monitor the work and its conditions. *If the conditions specified in the permit change, the work must be discontinued,* the necessary amendments to the permit requirements must be initiated, and an amended permit must be issued.
- The obligations of the persons who give direct instructions for the work and directly supervise the activities of the workers:
  - from the start of work until its completion - ensuring supervision
  - provide firefighting equipment and devices suitable for extinguishing fires that may occur
- After completing the fire-hazardous activity, *the persons performing the work* shall:
  - inspect the site and its surroundings from a fire safety perspective
  - eliminate all circumstances that could cause a fire
- After completing the fire-hazardous activity, the *person directly supervising* the workers shall:
  - hand over the work site to the manager or representative of the facility where the activity takes place
  - indicate the date of transfer on the permit and confirm by signature
- Depending on the nature of the fire-hazardous work, the presence of FER Kft. is required on the premises of TVK-Erőmű Kft., in consultation with the Technical Manager.

Permit for fire-hazardous activities

On the premises of the ALTEO Group, activities involving a potential fire hazard may only be carried out with written permission, regardless of who will carry out the work.
Pursuant to section 11 of the National Fire Safety Code (OTSZ), written permit to perform work involving fire hazards may only be issued by the employer or a person delegated by the employer.
The written permit consists of two parts, a "*work permit*" and an attached form entitled "*permit to perform activities involving occasional fire lighting*."
The *work permit* is **issued** by an **authorised** employee at the given **site**, while the **permit** for ***occasional fire-hazardous activities*** is issued by the person ordering the work (**the representative of the employer who ordered the work performance**) and, if the prescribed conditions are met, **is countersigned by an authorised employee at the given site.**
If the two documents are not issued at the same time, the document authorising the occasional fire-hazardous activity must be attached to the related work permit at a later date.
Documentation:
Basic documents for the work performance:

- work order
- work permit
- permit to perform activities involving occasional fire lighting

Content related requirements:

The form issued to authorise occasional fire-hazardous activities must contain at least the following information:

- name of the issuing authority, number and validity of the fire safety exam certificate
- list of the workers, name of the Work Supervisor, serial number and validity of the fire safety certificates

- in the case of work requiring qualifications, the name of the worker and the number of the certificate confirming his qualification
- place of work, planned date
- a brief description of the activity
- other requirements related to the activity (making the environment wet, covering nearby equipment, the need to measure gas concentration, etc.) and relevant fire safety rules and regulations
- the type and quantity of the fire extinguishers to be kept on site

For occasional fire-hazardous activities carried out in non-technological facilities, the Contractor may use a form that is commercially available and complies with the provisions of the applicable fire protection legislation (currently the National Fire Safety Code, according to BM Decree No. 54/2014 (XII. 5.) to order the work.

Validity:

- A permit for an occasional fire-hazardous activity **may be issued for only one shift**. A copy of it must be kept at the place of work. Upon completion of the work, the permit must be endorsed and retained for two years.

Form:

PERMIT
For occasional fire-hazardous activities
(for one case, for one day)
Number (date/serial number) 20….-….-…./….

Based on the National Fire Safety Code and the on-site inspection conducted on ……., the following fire-hazardous activities are permitted to be performed:

……

Specific location of the occasional fire-hazardous activities:

……

Date and duration of the occasional fire-hazardous activities:

from …… (day) …… (month) ……. (year) at ……(hour) …… (min)
to …… (day) …… (month) ……. (year) at ……(hour) …… (min)

Extended: ……

Details of the workers performing the occasional fire-hazardous activities:

Name: ……

Fire safety exam certificate number: ……

Name: ……

Fire safety exam certificate number: ……

In addition to the regulations, welding safety rules, and relevant standard specifications, the worker performing the work is required to comply with and implement the following requirements:

……

……

1. Before starting the activity, all flammable (combustible, etc.) materials must be removed from a 5 m radius around the site. If this is not possible, they must be covered with a wet tarpaulin or a material that does not conduct heat.
2. It is prohibited to perform work in any place where it may cause a fire or explosion until the fire or explosion hazard has been eliminated.
3. It is prohibited to use faulty, damaged, leaking, or unidentifiable equipment, leaking cylinders, cracked or damaged hoses, or fittings.
4. Welding may only be performed using equipment that is in perfect working order. Operating equipment must not be left unattended.
5. The cylinder must be kept away from heaters, pipes, grounding, welding, and flame cutting.
6. Before starting work, any holes in the ceiling must be covered, and the floor below must be checked to make sure there's no fire hazard.
7. Upon completion of the activity, the site and the lower levels must be inspected.
8. During the activity, fire extinguishing equipment and equipment suitable for extinguishing the fire in question must be kept ready.
9. The permit does not entitle the holder to enter into the device, or smoke.

……
Signature of the issuer of the permit

In the case of fire-hazardous activities to be performed by an external company, the requirements set by the local manager of the area ordering the work or his representative designated in the instruction:

……

……

For the work performance, I designate the following worker to supervise the work:

Name: ……

Position: ……

and instructed him on his tasks.
I hereby authorise the performance of work involving fire hazards, provided that the fire safety regulations and the additional measures listed in the permit are observed.

……
Signature of

the workplace manager

I have received the fire safety training required to perform the above-mentioned activities and I am familiar with the use and handling of the fire extinguishing equipment and devices provided to me. I assume criminal liability for compliance with the fire and occupational safety regulations relating to the activity, and I have received a copy of the permit.

……, ……

……
Signature of the worker

performing the work

The work has been completed, everyone has left the work site, the tools, materials and waste have been removed, there are no fire hazards in the work site, and the work site is in a safe condition.

Handed over: Date/time: ……../……../…… …… : ……

Received: Date/time: ……../……../…… …… : ……

…… . ……

Signature of the person issuing the permit

Signature of the workplace manager

Information:
a) The welding permit must be kept by the welder, and made available during the performance of the work.
b) The permit shall be issued in 2 copies, with one copy remaining with the issuer.
c) Fire-hazardous work may only be carried out in accordance with the permit.
d) The permit must be presented during official inspections.
g) A record (logbook) must be kept of the welding equipment, which identifies the device in question (serial number, factory number, operator name, etc.).
h) Welding may only be performed by persons who have passed a valid professional exam and a fire safety exam.
i) Occasional fire-hazardous activities may only be performed by at least 2 persons; it is PROHIBITED to entrust such activities to 1 person!

j) When performing other types of fire-hazardous activities (e.g., soldering, bitumen heating, use of blowtorches, burning brush and leaves, etc.), the sections of the permit must be filled out appropriately according to the nature of the activity.

Annex 5: Working in confined spaces

Rules for working in confined spaces:
Work involving access to confined spaces at the ALTEO Group premises may only be carried out with a permit issued by the head of the organisational unit operating the equipment or his representative, following the necessary consultations. The permit issued for working in confined spaces is part of the work permit, and is only valid in conjunction with it.

What type of works are performed in confined spaces?

- Any activity that can be performed by entering or staying inside a given piece of equipment is considered work performed in confined spaces, if the given space is not designed for human occupancy, but meets the following conditions:
  - there is sufficient space for at least one worker to enter and remain there
  - narrow exit and entrance openings, or other means of restricting exit and entry, i.e. the possibility of escape

All activities related to earthworks:
- which is carried out at the ALTEO Group's high-risk sites (MPK; BorsodChem; BC-Power) in technological areas or in the immediate vicinity of technological areas at a depth of 1.2 m or more using manual earthworks
- during which work must be carried out below ground level, regardless of depth, in any work area
- earthworks carried out at a depth of 1.2 m or more, the conditions of which do not comply with the legislation currently in force, which is sections 5.5, 8.7, 10.1, and 10.2 of part III of Annex 4 to SzCsM-EüM Joint Decree No. 4/2002 (II.20.) at the moment
- work indicated to be as such by the Site Manager or the Work Supervisor.

The permit may only be issued if the workers meet the prescribed conditions, and the technological conditions allow the work to be carried out.

The permit issued for work in confined spaces must include the following information:

- the equipment on which the work is performed must be clearly identified
- the task to be performed must be specified
- the name and signature of the person issuing the permit
- the name and signature of the person responsible for supervising the work
- the names of the workers carrying out the work, including the workers monitoring the work
- the preparatory procedures
- a list of the required protective equipment
- preliminary concentration measurement data and specifications for further measurements
- the name and signature of the person performing the measurement, and the type of measuring instrument

Notes: The preliminary gas concentration measurements may only be performed by the representatives of the FER fire department in the MPK premises. With the appropriate measuring equipment, interim measurements may also be carried out by the worker or the representative of the permit issuer, in accordance with the regulations.

The permit must be prepared in two copies, one of which must be given to the worker. The worker must keep it with him while performing the work. The second copy must be retained by the issuer for one year.

The permit can only be issued for 1 day. In the case of continuous work, the circumstances must be reviewed daily and a new permit must be issued.

The personal and technical conditions for work performed in confined spaces:

Only the Contractor (or its subcontractor) may enter the equipment, if they meet the following conditions specified for entry and the work to be performed:

- sufficient number of workers (for entering the equipment and for supervision)
- the workers are properly trained (technology, first aid, etc.),
- the workers are medically fit for entering the given space, and in accordance with the technology and the expected risks, have undergone a medical examination
- the machinery and work equipment are suitable (periodically inspected, classified in the appropriate zone)
- the required protective and safety equipment is available (taking into account the possible risks) and the workers have been instructed in its safe use
- the workers have the necessary occupational safety and fire safety knowledge
- the workers are over the age of 18
- the workers were instructed on the tasks to be performed and the hazards involved
- the workers are familiar with the rules of conduct.

Additional rules:

- A person with managerial authority responsible for supervising and constantly monitoring the work must be present during the work.
- During the work, at least two workers trained in rescue and equipped with protective equipment, who are physically fit for rescue, must be present on site to supervise the work (one of them may be the Work Supervisor).
- if the equipment also has more than one opening suitable for entry, one supervisor must be provided for each additional opening

Potential hazards during work performed in confined spaces, which are to be eliminated:

- gases, vapors, or dusts in concentrations that are hazardous to health
- oxygen deficiency causing suffocation
- corrosive or toxic substances
- flammable and explosive gases, vapors
- rotating, moving internal structures
- electrical equipment
- risk of fire.

Personal and collective protective equipment required to be used:

If substances harmful to health may be released while working in confined spaces, or may enter the equipment, the workers must be provided with personal respiratory protection equipment. (Wearing a gas mask with a filter cartridge is PROHIBITED!)
Instead of using a respirator, the following may also be equivalent protection:

- if air quality analysis is carried out throughout the entire duration of the work and the measured values do not exceed the prescribed values
- if artificial or natural ventilation can be provided that can replace the air in the equipment to the extent necessary

During the work in confined spaces, reliable communication between the workers and supervisors must be ensured.

Depending on the nature of the work, appropriate protective clothing must be provided for both the workers and persons monitoring the work.

General requirements for work performed in confined spaces:

Preparation of work to be performed in confined spaces:

- a dangerous equipment must be prepared for the work, to the extent necessary
- the preparatory operations must be recorded in a separate document or specified in the work permit
- if, during preparation, gases, vapors, or dusts are detected that are harmful to health, or their escape from the equipment, work may only begin after the necessary safety measures have been taken
- during the preparatory activities, the protective equipment, the applicable tools, and equipment (RB tools?) appropriate for the hazard must be determined
- combustible or toxic gases must be kept away from the equipment
- entering the equipment is only permitted at temperatures between 5 and 45 ˚C; this must be ensured during the preparatory phase by cooling or heating

Disconnection, disconnection in phases

Before starting work in the confined space, the connection between the hazardous equipment and other hazardous equipment (e.g., pipelines) must be disconnected, so that no hazardous substances can enter the equipment.

The dangerous equipment may be segregated in the following ways:

- by removing the pipe section and using a blind flange
- with a blank flange
- using a double shut-off valve, provided that:
  - a fitting must be installed between the two fittings which, when open, connects to the outside or to the blow-off system.
  - before entering the confined space, the internal integrity of the fittings must be checked
  - the shut-off valves must be equipped with a safety plate and lock

Before entering the space, the start-up of machine parts in hazardous equipment must be reliably prevented by disconnecting the electrical equipment from power, in accordance with MSZ 1585, by mechanical disconnection or by removing the machine part, and all connected electrical equipment must be de-energized.

While entering the confined space, any electrical equipment that may come into contact with large metal surfaces and where the presence of extraneous potential may cause a risk of electric shock may only be powered via an isolating transformer. The end point of the isolating transformer cannot be divided among multiple consumers.

Air analysis in the space

Before issuing the work permit and starting work, once the preparatory activities have been completed, an air analysis of the hazardous equipment must be carried out in accordance with the MSZ-09-57.0033-1990 standard.

If the measured gas concentration is below the permissible value and it is clear that the contamination cannot change during the work, it is sufficient to measure the concentration only before starting the work. If the work is performed continuously (e.g., in a single shift over several days), the concentration must be measured again at the start of each work period.

If the measured gas concentration is lower than the permissible value, but its concentration may increase during work, the measurement must be repeated accordingly.

The measurement must be performed by the work permit issuer's using his own certified instrument, and the measured value and time of the measurement must be recorded on the work permit and certified by signature.
If the presence or appearance of any flammable or other hazardous (harmful, toxic, etc.) material in the work space cannot be safely ruled out, or if the ventilation in the work area is limited, continuous gas concentration measurement is mandatory throughout the entire duration of the work (oxygen levels may fall below 17%) - regardless of the preliminary gas concentration measurement prior to the work permit being issued.

The following parameters must be measured before the permit is issued, and continuously during the work:

- Harmful and/or toxic vapors/gases;
- Flammable vapors/gases (ARH);
- Oxygen (O2)

The device must be capable of automatic alarm. Only certified instruments may be used.

The Contractor performing the work in the confined space is responsible for conducting the continuous air measurements, and providing the personal air measurement devices.

In cases where the activities must be carried out in **an inert gas atmosphere**, its presence must be verified by continuous air measurements, in accordance with the regulations. If the required inert gas atmosphere cannot be maintained continuously, the work in the affected space shall not be permitted.
Work in an inert gas atmosphere may only be carried out using a dual safety breathing system.

If the work in a confined space takes place in an airspace where **the oxygen concentration may rise above the normal level (21 v/v%)**, continuous measurement and maintenance of the concentration below 23 v/v% is mandatory, in order to avoid an increased fire hazard.
If the **oxygen concentration is between 21 and 23 v/v%**, no fire-hazardous activities shall be permitted, and only explosion-proof electrical equipment and spark-free tools may be used.
If the **oxygen concentration exceeds 23% v/v**, any activity may only be authorised and performed on the basis of written operating instructions developed and agreed upon by all parties involved in the work!

Between ARH 5% and 10%, the entry shall be permitted only for general work, and between ARH 10% and 20%, the entry shall be permitted for inspection and cleaning only, provided that these activities do not involve a fire hazard or spark formation.

No activities involving entry into a confined space are permitted above 20% ARH; work cannot be performed in such spaces!
If the **concentration of any combustible material in the work space exceeds ARH 20% during work in a confined space, all work must be stopped immediately, all potential ignition sources must be eliminated, and the contaminated airspace must be vacated as quickly as possible!**

Further work may only be continued after the concentration of the combustible material has been reduced below the above-mentioned limit and the prescribed conditions have been met, **with a new permit**.

Expectations for staff monitoring the work:
Only persons who are trained in rescue, physically fit, and have adequate first aid knowledge may be entrusted with supervision.
When working in confined spaces, reliable communication between the workers and the monitoring staff must be ensured (e.g., verbal communication, signal rope, radio), but all circumstances (distances, RB zones) must be taken into account when selecting the appropriate solution.

In the case of work in confined spaces, in addition to those entering the space, the Contractor performing the work must provide the number of **monitoring workers** specified in the work permit on site, whose main task is to ensure the safety of those performing the work, and if necessary, to rescue them immediately. The monitoring staff cannot be assigned any other tasks. All of the monitoring staff members must have protective equipment and clothing of the same type and protective capacity as those used by those performing the work. If the presence of gas in dangerous concentrations is likely outside the given device, equipment, or container, it is mandatory to ensure at least one continuous gas concentration meter. The monitoring staff must maintain constant contact with the working carrying out the work, and must be trained, qualified, suitable, and equipped to perform rescue tasks.

The number of the workers and the monitoring staff must be specified in the work permit, in accordance with the following principles:

If the equipment (tank, shaft, etc.) is contaminated with CH material, the number of persons entering shall not exceed 2 persons per entry point (e.g., in the case of manhole or shafts, a ladder for descending and ascending, etc.).
The minimum number of monitoring staff (who cannot be assigned to any other tasks during the work, other than supervision and possible rescue) is 2 for one entry point (only those entering the space should be taken into account) and one additional person for each additional entry point. Depending on the hazards of the work area and the activity, and with knowledge of the risk reduction measures, it is possible to deviate from the above rules.

If the equipment (tank, shaft, etc.) has been CH-cleared (disconnected, cleaned, vented, etc.), more than 2 people may enter per entry point. In such cases, the number of workers entering the space must be determined in a simplified risk assessment, and then stated in the work permit. The minimum number of monitoring staff (who cannot be assigned to any other tasks during the work, other than supervision and possible rescue) is 2 for one entry point (only those entering the space should be taken into account) and one additional person for each additional entry point.

Annex 6: Earthworks

Basic principles, concepts, and regulations related to earthworks

Definitions:

- Earthworks: any activity involving manual or mechanical intervention at a depth of at least 25 cm below the original ground level (excavation, drilling, pile driving, landscaping).

- HSE critical activity: work that carries significant risk in itself or is performed under special conditions.

General requirements:
Manual or mechanical earthworks are classified as HSE critical activities. Before starting the earthworks, the underground utilities and cables in the affected area must be mapped, for which the operator shall provide information (map details of the location of the utilities, cables, and wires).
If the location of the underground utilities cannot be clearly determined, manual excavation must be ordered prior to the mechanical earthworks.
In the case of mechanical earthworks, the Contractor must initiate the marking of the public utility network in the affected area.
All the activities listed below that are related to earthworks shall qualify as work in confined spaces:

- any work which is carried out at the ALTEO Group's high-risk sites (MPK; BorsodChem; BC-Power) in technological areas, or in the immediate vicinity of the technological areas at a depth of 1.2 m or more, using manual earthworks
- during which work must be carried out below ground level, regardless of depth, in any work area
- earthworks carried out at a depth of 1.2 m or more, the conditions of which do not comply with the legislation currently in force, which is sections 5.5, 8.7, 10.1, and 10.2 of part III of Annex 4 to SzCsM-EüM Joint Decree No. 4/2002 (II.20.) at the moment
- work indicated to be as such by the Site Manager or the Work Supervisor.

The general rules for soil and earthworks are currently provided by SZCSM-EüM Joint Decree No. 4/2002 (II. 20.).
If the earthworks cross, affect, or come within 1 m of the route of an underground facility, a test pit must be dug along the route at the planned depth of the earthworks plus 20 cm. The research pit must be excavated manually, proceeding step by step. The size of the research pits must not be less than 1.8 x 0.8 m. When reaching the warning tape or cover, it is forbidden to use a pickaxe, and further excavation must be carried out with extreme caution!

Safety requirements:

- Mechanical earthworks should only be carried out with due care. In areas where manual excavation is required, mechanical earthworks are prohibited.
- When working with machinery, one monitoring worker must be employed to supervise the work performed by the machine from outside its range of operation, in order to avoid any incidents involving damage to cables or wires that are not marked on the maps and cannot be foreseen.
- If the Contractor finds unidentified wires, cables, or projectiles on the construction site, it must immediately stop work and notify the person who issued the work permit. This circumstance must be recorded in the construction log.
- All cables found in the ground must be considered live, and all pipes must be considered pressurized until they have been identified and de-energised or depressurised.
- Damaged insulation or cut cables shall not be touched, due to the risk of electric shock. In the event of cable or pipeline damage or disruption, the operator's contact person must be

notified immediately. The location of the incident must be clearly marked and must not be covered with earth.
- The interrupted earthworks may only be resumed once the person responsible for the specialist area has been consulted and has confirmed that it is safe to do so, and the Site Manager has given permission, modifying the working conditions as necessary.

For earthworks, the working trench must be constructed in accordance with the requirements of the legislation in force, currently SZCSM-EüM Joint Decree No. 4/2002 (II. 20.), in such a way that:
- The excavated soil is prevented from falling back into the trench (by creating a sliding surface of at least 0.5 m).
- The sides of the trench must be secured against collapse (by using shoring or appropriate sloping).
- Employees must be guaranteed safe escape from the work pit in all circumstances in the event of danger (this is usually achieved by means of a ladder, which must remain in place throughout the entire operation).
- For a trench depth of 0.25 m to 1.2 m, warning barriers must be stretched out at a height of 1 m (red-and-white or yellow-and-black striped warning tape, which warns people approaching the work trench of the danger).
- For more than 1.2 m depth, a protective barrier (a stable structure at least 1 m high, e.g. made of wooden planks, which physically prevents falling) must be installed around the work trench at a distance of 1 m from its edge, and a solution equivalent to these protective conditions (e.g. an earth embankment of appropriate size) must be installed.

Conditions for authorising the earthworks

The work permit procedure may be initiated if the following conditions are met and taken into account:
- minimum number of workers required for the given earthwork:
  - for manual earthwork up to a depth of 1.2 m 2 workers, of which 1 worker does the monitoring
  - for manual earthwork with a depth of more than 1.2 m 3 workers, of which 2 workers do the monitoring
  - for mechanical earthwork 2 workers, of which 1 worker does the monitoring
- the applicant for the permit or its representative has passed the successful Work Supervisor exam required by ALTEO Nyrt.
- the hazardous utility lines were mapped in the technological area affected by the earthworks, and, where necessary, isolated, excluded, and marked (underground pipelines, electrical cables, control cables).
- if work in confined spaces is required, the relevant conditions are met

Permission for the earthwork

At the ALTEO Group premises, in their technological areas or technological environments, earthwork may only be carried out with an earthwork permit.
The earthwork permit may be issued by the Power Plant Manager, the relevant Operations Manager, Technical Manager or Operational Team Leader and the day shift supervisor or the authorised person at the ALTEO Nyrt. site.

Exceptions, special permits:
- For the BC Erőmű and Gőzkazán, or the BC Power Erőmű premises, only BorsodChem Zrt. may issue permits for earthworks. The procurement of this is the responsibility of the Contractor carrying out the earthwork, who is required to register this with the Operational Manager or the Technical Manager of the given site. Work may only be commenced if these conditions are met.

- In the case of brownfield and greenfield work, if there is a handover procedure for the work site and no other agreement has been made, the representative of the party taking over the work site (the Contractor) is entitled to issue the earthwork permit, in accordance with its own rules of procedure.
- For project subject to the obligation to prepare a Safety and Health Protection Plan (SHPP), the provisions of HSE policy must be enforced.

Documentation:

Basic documents for the work performance:
- work order
- work permit
- earthwork permit
- permit for the work in a confined space, if required

Exceptions are greenfield projects for which a separate agreement has been concluded, and for which the HSE policy has laid down specific requirements.

Validity:

The earthwork permit may be issued for only one shift, with the following exceptions:
- for brownfield work, the earthwork permit may be issued for up to 5 working days, with that the period covered by the permit may not be interrupted by public holidays or rest days, and provided that the HSE rules allow this.
- for greenfield work, the duration of the earthwork permit issued may be freely determined without restriction, provided that the relevant provisions of the legislation in force, currently SzCsM-EüM Joint Decree No. 4/2002, are complied with in a controlled manner during the work, and provided that the HSE rules allow this.
- for construction projects that are required to have a Safety and Health Protection Plan (SHPP), the HSE regulations apply.

Form:

EARTHWORK PERMIT
Number (date/serial number) 20….-….-…./….

Issued by: ……

Approved by: (Power Plant Manager, Operational Manager, Technical Manager, Operational Team Leader, day shift supervisor, or another authorised person)
……
Validity: from … (day) ……. (month) …… (year), …. …. (hh:mm)
to … (day) ……. (month) …… (year), …. …. (hh:mm)
Subject of the work ……
External company performing the work: ……

Name and number of the design documentation: ……

Location of the earthwork: ……

Method of marking the work area: ……

Approved hand tools: ……

Approved earth-moving machine: ……

Supervision: ……

Other requirements: ……

……

Warning: The work must be stopped immediately if public utility lines are discovered, or signs indicating their presence (protective brickwork, route marking tape, etc.). In such cases, work may only continue after further instructions from the authorising party!

. …… ……
issuer approver

I acknowledge the terms and conditions of the authorisation (Work Supervisor of the external company):

Name: ……

Signature: ……

Date: . ……

Mandatory attachment: Copies of the utility plans

*
An exception to this is construction activities that require the preparation of a Safety and Health Protection Plan (SHPP) (those requiring a building permit), in which case the provisions of the plan shall apply.

Annex 7: Working at height

This Annex provides explanatory and informative description of the provisions of the laws, regulations, and internal rules and regulations in force in Hungary.

Relevant regulations:

- Act XCIII of 1993 on Occupational Safety
- NGM Decree No. 10/2016 (IV. 5.) NGM on the minimum safety and health requirements for work equipment and its use
- SzCsM-EüM Joint Decree No. 4/2002 (II. 20.) on the minimum occupational safety requirements to be implemented at construction sites and during construction processes

General requirements:

- Act XCIII of 1993 on Occupational Safety

In work processes where the workers may be exposed to hazards, effective protection must be provided - unless otherwise specified by separate legislation - through the use of closed technology. If this is not possible, **collective technical protection, organisational measures, and personal protective equipment must be used, in combination as necessary.** Taking into account the priority of the collective technical protection over individual protection.

- NGM Decree No. 10/2016. (IV. 5.)

Temporary work at height: **work performed at a height of more than 1 meter**, unless otherwise specified in this Decree, **which is not permanent in nature and is of short duration**, where workplace conditions that meet safety and ergonomic requirements are not ensured, therefore **individual risk prevention measures must be taken.** In workplaces where there is a risk of falling or falling objects, or where employees and persons within the scope of work are endangered by falling objects, protection must be provided by means of fencing, covering, or other suitable measures. Specific risk prevention measures must be taken if the work equipment is used at a workplace at height where:

  - directly next to or below the place of work (regardless of the difference in level) there is a substance that poses a risk of suffocation;
  - the work equipment is operated from a platform or scaffold
  - the workplace, which meets the safety and ergonomic requirements, is located above 1 m.

- SzCsM-EüM Joint Decree No. 4/2002 (II. 20.) on the minimum occupational safety requirements to be implemented at construction sites and during construction processes

Falls from heights must be prevented by using suitable equipment, in particular scaffolding structures designed with appropriate protection. The scaffolding must be stable, sufficiently high, and have at least one base plate, one mid-rail, and one guardrail or equivalent solution.
Work at height may only **be carried out** with appropriate and suitable equipment and **with collective technical protection** (e.g., lifting platform, safety net, safety grid, mobile scaffolding). If the nature of the work **makes it impossible** to use such equipment**, appropriate access solutions must be provided, and the worker must be provided with personal protective equipment, designed to prevent falls from heights.**
Protection against workers falling and materials falling must be provided primarily by safety equipment. If this is not possible, personal protective equipment must be used.
Protection against falls can be ensured by means of a properly sized and securely fastened cover, or a 1-meter-high, 3-row guardrail with a maximum spacing of 0.3 meters, including base plate, mid-rails, and handrails, or by means of an equivalent protective solution. When using protective netting or protective grids, the mesh size must not exceed 10 cm x 10 cm.
In the event of a risk of falling or slipping, and if **the work can only be performed by breaking or leaning over safety elements (railings), the use of personal protective equipment against falling is mandatory.**
When using personal protective equipment against falls, the anchorage points must be selected so that, in the case of mobile anchorage points, they have a load-bearing capacity in accordance

with MSZ EN 795, and in the case of fixed anchorage points (drilled or glued), they have a load-bearing capacity in accordance with MSZ EN 959, and, if possible, they are located above the worker.
When working at height, the tools, parts, and machines must be positioned (or, in the case of machines, secured) in such a way that they do not pose an additional risk to the work area below if they fall. In such cases, traffic under the work area must be restricted during the work.
Working at height is considered a critical activity, so it must be performed by at least 2 people. This is also necessary to ensure that, in the event of a fall and the activation of the fall arrest system, the worker does not remain suspended for more than 15 minutes, **in order to avoid the possibility of suspension trauma.** Also, if possible, the rescue of the workmate should begin as soon as possible. Persons working at heights must have a valid medical certificate of fitness (for work at heights) and must be trained in the use of protective equipment, which is documented.

In **summary**, at sites and facilities owned or operated by ALTEO, during construction, maintenance, repair, and operational tasks, if **there is a level difference greater than 1 m**. In such cases, care must be taken to ensure that adequate **collective protection** is provided, **primarily** in the form of scaffolding, platforms, guardrails, protective grilles, protective barriers, or protective nets. **If this is not possible** due to the nature of the work or the work site, the worker **must be provided with** appropriate **personal protection**, i.e. the appropriate equipment must be made available and its use ensured. In these cases, the recommended equipment is as follows (in addition to the basic occupational safety equipment, the list is not exhaustive):

- full body harness MSZ EN 361
- protective helmet EN 397
- work positioning MSZ EN 358
- energy absorber, energy absorber equipped "Y" harness MSZ EN 355, 358
- retractable fall arrest device MSZ EN 360
- fastening ropes MSZ EN 354
- straps MSZ EN 566
- carabiners, connecting elements MSZ EN 362
- mobile and drilled or glued anchor points MSZ EN 795, 959
- low stretch (less than 5%) ropes MSZ EN 1891

Annex 8: Scaffolding installation

For work requiring scaffolding within the premises of ALTEO Group, the scaffolding must be constructed or commissioned with the involvement of a contractor. Ordering the scaffolding work:

a) The Contractor installs (or has it installed by a subcontractor) the scaffolding for its own work.
b) An authorised employee of the ALTEO Group will have the scaffolding installed (by another contractor) for the Contractor to perform the work.

1. If subsection (a) applies (i.e. the Contractor installs the scaffolding for its own work), the rules for the installation process, inspection and approval:

- The Contractor shall order and have the scaffolding constructed by a contractor of its choice on the work site previously handed over to it.
- The Contractor shall take delivery of the completed scaffolding from the contractor (a scaffolding handover report is required, in accordance with the Contractor's rules of procedure and in compliance with this Policy).
- The Contractor shall notify the issuer of the work permit of the completion of the scaffolding, and shall present the scaffolding handover documents.
- The inspector issuing the work permit checks the completed scaffolding, and if deemed appropriate, approves its use by countersigning the scaffolding handover report. The scaffolding is certified by completing the **scaffolding inspection sheet (see the Scaffolding Inspection Report attached)** and checking the information contained therein. The countersigned scaffolding handover documentation remains with the Contractor, and the **scaffolding inspection sheet must be handled together with the work permit in the future.**

  Exception: In the case of greenfield and brownfield work, following the handover procedure for the work site, the Contractor shall design, construct or have it constructed, and use the scaffolding used by itself in the manner specified in its own procedure. The Customer's representative checks the conformity of the scaffolding during regular inspections (the conformity and documentation of the installation). In the event of inadequate scaffolding or deficiencies, the Customer and the Contractor shall draw up a report.
- At the end of the inspection procedure, the issuer of the work permit **marks the scaffolding with a "green" sign to indicate that it is ready for use.** (If a **"standard" scaffold cannot be erected** in the given area, **the scaffold must be marked with a yellow sign, which means that work on the scaffold is only possible with the use of fall protection**.)
  - Note: After the completion of the procedure, all further tasks related to the scaffolding are the responsibility of the person who ordered the scaffolding (the user).

2. If subsection (b) applies (i.e. an authorised member of the ALTEO group installs the scaffolding for the Contractor), the rules are as follows:

- The authorised person orders and has the scaffolding built by the selected contractor. If the scaffolding is erected in a work site that has already been handed over, it is not necessary to carry out a repeat work site handover procedure. Otherwise, the work site must be handed over to the scaffolding builder in accordance with the appropriate procedure.

- **Before commencing the scaffolding construction work and issuing the work permit, the Customer shall verify that the work can be started (if necessary, whether a scaffolding plan, structural sketch or general structural documentation is available, and whether the personnel and material requirements for the scaffolding installation are in place).**
- After the scaffolding has been completed, the Customer shall inspect it as part of the handover procedure and then accept the finished scaffolding from the contractor who installed it (a scaffolding handover report is required). The scaffolding must get certified (inspected) by completing the scaffolding inspection sheet and checking the information contained therein.
    - The scaffolding handover documentation and the Scaffolding Inspection Sheet shall be jointly handled.
    - The Customer shall hand over the completed scaffolding to the work group actually using the scaffolding (the Contractor) in a simplified handover procedure. At the end of the procedure, a "green" or "yellow" sign is placed on the scaffold to indicate that it is ready for use.

Scaffolding handover report:

The contractor who installed the scaffolding is responsible for preparing the scaffolding handover report. The report must contain at least the following information:

- scaffolding construction plan, sketch, etc. (if necessary)
- a statement that the scaffolding has been constructed in accordance with the regulations and the scaffolding plan (if necessary)
- determining the load capacity of the scaffolding
- declaration of suitability for use of the scaffolding
- name of the scaffolding builder, date of construction and handover
- Filling out the Scaffolding Inspection Sheet is the responsibility of the Customer.

The scaffolding to be erected must be marked with an appropriate identifier. (This may be a number, a name related to the location, etc.) The specified ID number must be included on all documents related to the scaffolding!

3. When a scaffolding plan is required and it existence

A scaffolding plan is required:

A **scaffolding plan must be prepared** for the construction of scaffolding, *with the exception of trestle stand made from modules, as specified in the product standards, or ladder scaffolding no higher than 20.0 m, and metal scaffolding with a load capacity not exceeding 2000 N/m2*.

A structural sketch is required: for scaffolding made from modules specified in the product standard, ladder scaffolding no higher than 6 meters, and metal scaffolding no higher than 6 meters with a load capacity not exceeding 2000 N/square meter, or when constructing scaffolding made only from standard elements.

General structural documentation is required: for scaffolding where a structural sketch is not sufficient for the installation, but a scaffolding plan is not yet necessary (e.g. when the planned loads are greater than those specified in the standard, or when special joint connection points are required).

The scaffolding plan, structural sketch, and general structural documentation shall be submitted by the contractor carrying out the installation to the Customer for approval, prior to the commencement of the work.

4. Personal requirements for installing the scaffolding

Scaffolding erection or dismantling work **may only be carried out under the supervision of a person who is properly qualified, has the appropriate professional qualifications and is authorised to take action, and who is also responsible for complying with the occupational safety regulations.**

Only persons who have received training for this task and who have been deemed fit for the job by the company's occupational health specialist may participate in the assembly of scaffolding. (Training is provided by the contractor, who is required to provide documented proof of this and of medical fitness upon request!)

If the height of the scaffolding exceeds 2 meters, a sufficient number of assistants must be provided for the construction, and in order to ensure safe working conditions, one of the workers must be entrusted with supervising the work, and this must be communicated to the other workers.

5. Material requirements for installing the scaffolding

The customer must determine the minimum area required for the assembly, in consultation with the entity installing the scaffolding, depending on the work to be carried out and the height of the scaffolding. When erecting, dismantling, or rebuilding the scaffolding, the assembly area must be fenced off. Collective and/or individual protective equipment must be used during the installation work processes (assembly column or railing, full body harness - fall arrest, movement restriction). The suitability and damage-free condition of the scaffolding elements must be checked on a random basis.

6. Assessment of the environmental conditions:

- A permit may only be issued for the installation of the scaffolding if the evenness and load-bearing capacity of the ground meet the parameters of the scaffolding to be constructed.
- In the case of nearby electrical cables and wires, it is necessary to determine the appropriate safety distance.

7. Handover of the completed scaffolding

The scaffolding must be inspected by an authorised person after completion and accepted in a documented handover procedure (scaffolding inspection sheet, scaffolding handover report). The inspection shall cover the following aspects:

- Compliance with the scaffolding plans, suitability of the construction elements
- Has the scaffolding been secured against tipping (for scaffolding higher than 2.5 m)?
- Stability of the structural elements (e.g. foundation, extension, reinforcement, fastening)
- Safety equipment (e.g. ramps, railings, footboards, load capacity, other signage, fire protection, lightning protection, lighting, EPH connection)
- Is the scaffolding appropriate for the type and nature of the work to be performed?
- Does it meet the planned load resulting from the work? (the maximum load capacity must be indicated)
- Does it enable safe working and movement?

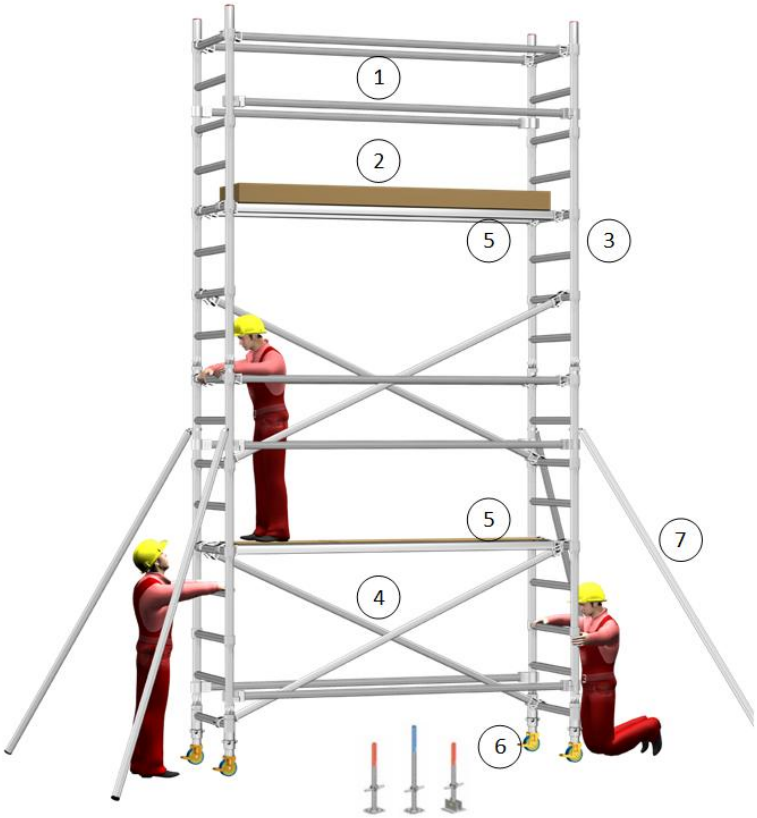
8. Putting the scaffolding into use

Regardless of size, scaffolding can be put into use after completing the "Scaffolding Handover Protocol" as part of a simplified handover procedure. The scaffolding must be handed over by the person who ordered its installation, and it must be taken over by the representative (Work Supervisor) of the workers working on the scaffolding. The person taking over the scaffolding must check the original handover documentation and then inspect the scaffolding. If the person responsible for the takeover considers the scaffolding to be suitable, he must sign the original handover report.
An information board measuring approx. 30 x 15 cm, made of weather-resistant and rigid material, must be displayed on the scaffolding (this is the responsibility of the manufacturer of the scaffolding, and is not the same as green or yellow board specified above) and must contain at least the following information:

- the location where the scaffolding was erected;
- the name of the company that built the scaffolding;
- the date of handover;
- the name and signature of the person responsible for inspecting the scaffolding prior to handover and certifying its compliance, as well as the name and contact details of the person handing over the scaffolding for use;
- the load capacity of the scaffolding (kg/m²)
- the type of the scaffolding

In the absence of such sign indicating that the scaffolding has been handed over and is ready for use, it is prohibited to use the scaffolding!

Please note: In addition to the documented inspections, **daily checks must be carried out** before the start of work, which **is the task and responsibility of the workers and those directly supervising the work.**



1. Limitations
2. Base plate - longitudinal and transverse
3. Vertical frame
4. Braces - longitudinal and transverse
5. Scaffolding platforms, scaffolding boards
6. Rolling or threaded legs
7. Side support (for scaffolding exceeding 2.5 m)

Serial number:	**SCAFFOLDING INSPECTION REPORT**	
Date:	Specification of the work site:	Name of the entity installing the scaffolding:
Scaffolding ID:	Name of the persons carrying out the inspection: On behalf of the Customer: On behalf of the contractor installing it:	

Documents used for the inspection:

scaffolding plan | structural sketch | itemised structural documentation | standard | type design

Serial number:	Specification of the inspection:	yes	no	not inspected
1.	The scaffolding complies with the approved plan (sketch)			
2.	The materials built-in are of adequate quality and undamaged			
3.	The scaffolding's footing and stability are adequate for the entire structure			
4.	The ground beneath the scaffolding is sufficiently stable			
5.	The material, size, extension, and support of the scaffolding platform are good			
6.	The width of the scaffolding platform is appropriate for the work to be performed			
7.	There is at least 190 cm of space between the scaffolding elements on top of each other			
8.	The accessibility of the scaffolding levels is adequate			
9.	The stand is properly secured (side support, fixed to the wall)			
10.	The stability of the access ladders is adequate (between the base and levels)			
11.	Access between levels is via trapdoors			
12.	The trapdoors between the levels are functioning properly			
13.	The 3-row guardrails are adequate and complete everywhere			
14.	The end barriers are in place and properly secured			
15.	The maximum distance between the posts used to reinforce the railings is 3.0 m			
16.	The EPH connection of the scaffolding is appropriate			
17.	Proper grounding of the scaffolding			
18.	The load capacity is indicated on the scaffolding			
19.	In the case of non-standard scaffolding, personal protective equipment is available			
20.	In the case of specially designed scaffolding, the users' attention was drawn to the hazards and this was documented			

Identified deficiencies	Repair deadline	Person responsible for the repairs	Signature

The result of the inspection:	Adequate	Not authorised to be put into
Based on the inspection carried out, the scaffolding can be put into use.	Person handing over the scaffolding	Person taking over t scaffolding