

# CHEMRING NOBEL AS

## HSE REQUIREMENTS

### 1. Definitions

CHN	Chemring Nobel AS
Supplier	Supplier or Service Provider: Company or person who has been hired and has a contract with CHN to supply raw materials, goods, perform service or work on CHN's Property.
Property	The area owned by CHN or managed by CHN
Factory area	Area where explosives are manufactured and stored
The Main Contractor	Is responsible for coordinating the health, environmental and safety work of the individual businesses at the workplace. One of the businesses must take on the role of Main Company when several businesses carry out work at the same workplace.
High-risk work	<ul style="list-style-type: none"><li>• Work with high-voltage equipment</li><li>• Tank entry and work in confined spaces</li><li>• Excavation work with the risk of landslides</li><li>• Work at height</li><li>• Heavy lifting and personal lifting</li><li>• Hot work</li><li>• Work on pressurized equipment</li><li>• Work in EX zones</li><li>• Work with dangerous chemicals</li></ul>
Incidents	Incidents and conditions that have led to or could lead to damage to persons, the external environment, material or reputation

### 2. General

This appendix describes general HSE rules, requirements and information applicable to all activities associated with Chemring Nobel AS, hereafter referred to as CHN. The Supplier must comply with CHN's HSE requirements set out in this document. The Supplier must generally act considerably and arrange the work in such a way that other structures are not damaged. The Supplier must plan and carry out follow-up activities for its own work to ensure that the requirements are met when the nature of the work requires this. Any damage must be rectified by the Supplier as soon as possible in agreement with CHN, at no cost to CHN. CHN has the right to carry out audits and other follow-up activities to ensure that the Supplier's management is in accordance with Legal requirements and CHN's HSE requirements. Costs incurred by the Supplier in connection with compliance with the requirements must be included in the purchase price.

### 3. Contractual relationship

CHN has entered a contract with the Supplier. Personnel employed by the Supplier, or their subcontractor(s) are therefore not employed by CHN. If the Supplier engages contract helpers (subcontractors, consultants, etc.) to carry out tasks, the Supplier is fully responsible for these personnel in accordance with the relevant applicable general regulations. The Supplier is also responsible for carrying out these tasks as if the company itself was responsible for them. The Supplier must be able to document its own and subcontractors' terms of employment and present this if CHN requires it. If the Supplier or subcontractor does not comply with official requirements, CHN has the right to stop the work and possibly terminate the contract. The Supplier is then not entitled to financial compensation. The requirements given regarding working hours, minimum wage and HSE also apply to foreign workers. The Supplier must ensure that his subcontractors comply with these requirements. If the Supplier or its subcontractor has a foreign worker to carry out work at CHN, the Supplier

must be able to document that a valid work permit exists. The Supplier and subcontractor must provide statutory occupational health services and accident insurance for the employees.

#### **4. Laws, regulations and ethical guidelines**

The Supplier must fulfil its obligations regarding the Norwegian laws and regulations applicable at any time. Actions contrary to laws, regulations and good business practice must not occur. CHN does not accept harassment, discrimination or other behaviour that others may perceive as offensive, threatening or degrading.

#### **5. Language and communication**

All necessary documentation in connection with the execution and completion of the work must be available in Norwegian or English. It is the Supplier's responsibility to ensure that any foreign-speaking workforce receives the information that is necessary and required by law, e.g. plans and documents.

The Supplier and any subcontractors must always have an English or Scandinavian-speaking supervisor present at the facility/construction site, who can communicate verbally with all their employees, personnel from CHN and public authorities.

There is a requirement that all personnel must be able to communicate with each other on the construction site. In the absence of the supervisor, there must always be someone in the work team who speaks Scandinavian or English.

Any costs in connection with the use of Norwegian as a language must be included in the offer.

The Supplier is obliged to follow CHN's provisions for reporting and communication.

#### **6. Traffic**

A driving permit must be granted in advance for vehicles entering the Factory area, the permit is handed over by the gatekeeper on arrival and must always be clearly visible in the windscreen.

- Idling is not permitted.
- Fuel or other flammable substances must not be stored inside the Factory area - only with specific permission.
- All vehicles entering the Factory area must have a fire extinguisher available in the vehicle.

CHN checks vehicles on entry to the facility and can deny vehicles access to the facility if it is not in a regulatory condition or lacks a fire extinguisher. If vehicles are denied access for reasons mentioned in this paragraph, errors and deficiencies must be rectified at no extra cost to CHN, and no right is granted to a deferred deadline for completion where such a deadline applies.

It is prohibited to park private vehicles inside the factory area. The Supplier can be granted a permit to drop off equipment and materials inside the factory and then park in designated spaces. Vehicles must be backed into parking spaces where this is physically possible.

The speed limit in the area is 20 km/h and 30 km/h. There are many pedestrians and heavy forklift traffic, so great caution must be exercised.

The Norwegian Road Traffic Act is the law in the area and there are requirements for the use of seat belts and a requirement for a valid driver's license.

#### **7. Workplace cleaning and tidiness**

The Supplier is responsible for always keeping the work area clean and tidy during work hours, and for leaving the work area clean after the work has been completed. Any orders regarding the clearing/removal of equipment given by CHN must be carried out immediately.

If the ordered clean-up is not carried out within the set deadline, CHN can initiate the clean-up at the Supplier's expense. After such cleaning, the Supplier cannot claim compensation for the loss of tools or parts that have not been installed. The cost of clearing will be charged to the responsible Supplier. If there is doubt as to which Supplier is responsible, the costs will be distributed according to the Supplier's contract values.

## **8. Waste management**

The Supplier must take action to ensure correct, regulatory handling of waste arising in connection with the assignment, as well as ensuring sorting of waste. Actions must be taken to minimize the amount of waste.

The Supplier is responsible for handling its own waste covered by the assignment. If CHN's waste system is to be used, this must be agreed upon in advance.

Hazardous waste must be secured so that emissions are prevented.

## **9. External environment**

The Supplier must work actively to reduce the environmental impact when fulfilling the agreement. CHN will prioritize certification for environmental management (for example NS-EN ISO 14001, and other environmental certifications etc.) in the tender phase and encourages already existing Suppliers to take actions to achieve the corresponding status.

## **10. HSE**

The Supplier is responsible for its own risk management, work planning and execution of activities. The Supplier must ensure compliance with current HSE requirements and regulations, both for its employees and subcontractors. The Supplier is responsible for carrying out HSE inspections to ensure that the work is carried out in a safe manner.

### **a. For construction/project work, the following supplements apply:**

An **HSE plan** customized the project must be drawn up. The HSE plan must be sent to CHN 2 weeks before start of the project. At a minimum, the plan must describe the following: organization, risk assessments and control measures, relevant instructions, requirements for protective equipment, available first aid equipment and fire protection, emergency preparedness, notification routines and non-conformance handling. The Supplier is responsible for communicating the HSE plan to its employees and subcontractors. The plans and central HSE information must be available at the workplace at start-up and must be posted on HSE boards where available.

It is expected that local procedures for the facility and the workplace are always observed.

CHN has the right to stop the work if it is deemed necessary or if there is a suspicion of a breach of the law/regulations.

**Coordination of HSE work:** CHN has the right to assess whether the planning leads to an acceptable HSE level. CHN has the right to stop risky work operations at the workplace. The Supplier must have appointed an HSE officer at the workplace and must participate in CHNs safety activities. Deviations in connection with incidents, safety walks or another follow-up must be registered. The Supplier is obliged to identify and implement corrective actions.

In addition to being responsible for its own HSE work, the Supplier must contribute to the coordination of the HSE work with other contractors who carry out work on the construction site to which this contract applies. If there are more than 10 people on the construction site from several companies, the Suppliers are responsible for making sure that it is agreed in writing who is the responsible Main Contractor. The role as responsible Main Contractor shall not lead to extra expenses. CHN must be kept informed on an ongoing basis about which contractor is the main contractor with responsibility for coordination.

## 11. Competence and training

The Supplier must only use personnel who have the competence, skills and experience required for the scope of the assignment. For high-risk work, the supervisor must have 3 years' verified experience. A list of personnel must be sent to CHN before work is started. By accepting CHN's order, the Supplier confirms that the persons carrying out the work at CHN have the competence, skills, experience and necessary valid certificates required to carry out the work that has been agreed. CHN will carry out random checks in connection with competence checks of hired employees (according to procedure 390-P-010).

CHN has requirements for training in HSE and safety aspects associated with work at CHN (Basic safety 1 (GS1)). The course must be completed by everyone who is to enter the Builder's premises. The course is mainly conducted electronically, but in some cases, it can also be conducted physically. The course is available in Norwegian and English. The time for completion of the course is agreed with CHN. The training must be carried out before the start of the work. There is a requirement for annual update of the course.

Everyone who will carry out work that requires a specific form of certificate/certification must be able to show a valid certificate before the start of the work in connection with the issuance of a Work Permit, Safe Job Analysis etc. which is done at CHN before the start of the work. (For example, when carrying out hot work, the person who will carry out this must be able to present a valid certificate for hot work).

## 12. Report and handling of events

Incidents, i.e. incidents and circumstances that have led to or could have led to personal injury, or damage to the environment, material, or reputation, must be reported in writing via the Supplier's contact person at CHN with a copy to [leverandorobservasjoner@chemringnobel.no](mailto:leverandorobservasjoner@chemringnobel.no).

A notice must contain at least:

- Area
- type of incident (personal injury, near miss, dangerous situation, environment, etc.)
- date and time of event
- specific location
- danger and possible consequence
- describe the event
- immediate actions taken

The supplier must be immediately notified of any serious incidents (injuries, emissions to the external environment, etc.) and serious near misses must be via CHN Team Leader who is the Emergency Response leader.

The Supplier is responsible for following up on agreed upon measures that emerge as a result of non-conformance processing.

## 13. Sanctions for HSE deviations

The degree of seriousness of any violations of current HSE requirements is assessed in relation to potential and actual consequences:

- Minor deviations will entail guidance, verbal communication and notification to the Supplier.
- Major deviations where there is a clear breach of HSE requirements and where safety is put at risk, will result in a formal notification to the Supplier and possible expulsion of personnel.
- Serious deviations that endanger life and health, as well as repeated breaches of HSE requirements, can result in personnel being removed from the workplace, notification of the relevant supervisory authorities and grounds for termination of the contract.

#### 14. ID card and access

The Supplier's personnel must carry visible identification. For building and construction work, as well as cleaning work, personnel must have a valid HSE card (arbeidstilsynet.no). The Supplier has limited access to the areas and workplaces that are linked to their work. Emergency situations must be handled in accordance with emergency preparedness instructions at the workplace.

#### 15. Personal protective equipment

The Supplier must ensure that CHN's minimum requirements for work clothes and protective equipment are met. The Supplier must have the right personal protective equipment available for all workers. Unless otherwise agreed or specified, CHN's minimum requirements for the use of personal protective equipment in the Factory area are:

- Safety glasses according to NS- EN 166
- Safety shoes according to NS-EN ISO 20345, class S1P or S3
- High visibility work clothes according to NS-EN ISO 20471 class 2
- Hearing protection according to NS-EN 352 reaches the noise level >85 dB
- Protective clothing:
  - Flame-retardant work clothes with long trousers and long sleeves in accordance with NS-EN ISO 11612 (A1, B1, C1)
  - Against liquid chemicals in accordance with EN 13034

**Additional requirements for work inside the production houses and EX-sones:**

Electrostatic properties according to EN 1149:2009

The Supplier's name/logo must be printed, clearly visible and legible, on the work clothes. The Supplier may be permitted to deviate from the above requirements after a documented risk assessment that has been approved by CHN. The Supplier must use other personal protective equipment in connection with high-risk work and where the risk conditions dictate it.

The Supplier must supply its own employees with work clothes, equipment and personal protective equipment approved for the work operations they are to carry out, as well as the locations they are to work in. This is, for example, respiratory protection, fall protection equipment, EX equipment and other necessary protective equipment for the work to be done. If personnel are denied access, or the work is suspended, for reasons mentioned in this paragraph, errors and deficiencies must be rectified at no extra cost to CHN, and no right is granted to a deferred deadline for completion where such a deadline applies.

#### 16. Chemicals subject to labelling

The Supplier must inform CHN about chemicals subject to labelling and obtain permission for use before they are used in the assignment. CHN is free to reject unwanted chemicals. Everyone who uses a chemical must know what chemical they are working with, what danger it represents, what protective equipment is required and any first aid measures that may be relevant.

#### 17. Work permit (in Norwegian AT) and safe job analysis (SJA)

The work permit system (AT/SJA system) must always be used where interventions are to be made in CHN's process, for hot works or the entry of sumps, channels, tanks, and for other risky work operations.

CHN requires the Supplier to carry out a safe job analysis (SJA) for its risky work operations.

High-risk work must only be carried out by personnel with approved training. The SJA must be drawn up by the Supplier and CHN must be given the opportunity to participate.

## **18. Other conditions**

- Tools, machines and equipment that the Supplier uses at the workplace must comply with regulatory requirements. The Supplier is responsible for the necessary training of personnel in the use, maintenance, inspection and approval of tools, machines and equipment. This also applies to hand tools.
- Warning signs, fences and barricades must be used to protect ongoing work, personnel and third parties.
- Holes, openings and excavations must be covered or secured against falling.
- CHN has zero tolerance for the alcohol and drug use.
- CHN has zero tolerance for smoking or open flames/ ignition sources on the Property outside the marked area. Violation of this provision results in the immediate expulsion of relevant personnel.
- Ignition sources/ open flames in conjunction with work are only allowed with a permit for hot work. Violation of this provision results in the immediate expulsion of relevant personnel.

## **19. Evacuation drills**

CHN holds evacuation drills. The Supplier must participate in these. This involves, among other things, alarms and evacuations.

## **20. Camera surveillance**

CHN informs that the facility and CHN's property are under camera surveillance.

## **21. Quality**

The Supplier must have a system for quality management. CHN will prioritize certification for quality management (for example NS-EN ISO 9001:2015) in the tender phase and encourages already existing Suppliers to initiate measures to achieve equivalent status.

CHN must have the opportunity to be presented with documentation for all materials and services used in connection with the service. CHN has the right to carry out checks and audits on all contracting parties and their subcontractors. CHN establishes its own control plan for carrying out the controls.

## **22. Security**

Suppliers must follow the guidelines that always apply with CHN. The Supplier's employees must be of good character and must be able to provide an ordinary police certificate if CHN requires this.

Guidelines for access to CHN are given in procedure 390-M-014, Access to Chemring Nobel AS.

The Supplier and the Supplier's representatives must work under the supervision of a representative of CHN in places where there is access to explosives or other dangerous substances.

Anyone who gains access to CHN's area may be subject to a search, both person and vehicle.