Site Rules

November 2026

Issued on behalf of Sembcorp Energy UK (**Sembcorp**)

Sembcorp Energy UK is the trading name used by the **Sembcorp Energy UK Limited Group of Companies**, the principle trading companies in which are: **Sembcorp Energy UK Limited** (company number 11369893) and **Sembcorp Utilities (UK) Limited** (company number 04636301) whose registered office is at Sembcorp UK Headquarters, Wilton International, Middlesborough, Cleveland TS90 8WS and of **UK Power Reserve Limited** (company number 7385282), **UK Capacity Reserve Limited** (company number 9152381) and **UK Utility Reserve Limited** (company number 11008814) whose registered office is at 6th Floor, Radcliffe House, Blenheim Court, Solihull B91 2AA.

CONTENTS

Section / Clause		Page
1	**INTRODUCTION**	5
2	**GENERAL WORKING ARRANGEMENTS FOR THE SITE**	5
2.1	Hours of Work	5
2.2	Working Hours, Rest and Fatigue Management	5
2.3	Passes and CCTV	6
2.4	Entrance to the Site and Rights of Search	6
2.5	Sembcorp's Buildings and Property	7
2.6	Printed or Written Matter	7
2.7	Photographs and Other Visual Recordings	7
2.8	Fence Lines	7
2.9	Radio Equipment	7
2.10	Explosives	7
2.11	Firearms	7
2.12	Supplier Monthly Safety Returns	8
2.13	Safety Meetings	8
2.14	Project Kick-off Meeting	9
2.15	Pre-start Meetings	9
2.16	Making Electrical Connections	9
2.17	Performance Management	10
2.17	Non-Compliance and Enforcement	11
3	**EMPLOYMENT MATTERS**	11
3.16	Trade Union Matters	11
4	**ADMINISTRATION**	11
4.16	Materials Delivery	11
4.17	Security of the Services and/ or Works, Plant, Materials and Equipment	11
5	**SAFETY, HEALTH & ENVIRONMENTAL REQUIREMENTS**	11
5.16	Policy and Commitment	11
5.17	Stop Work Authority	12
5.18	Inappropriate Behaviour	12
5.19	Drugs and Alcohol	13
5.20	Induction	13
5.21	Smoking and Fire Hazard Areas	13
5.22	Emergency Procedures	14
5.23	Incidents	14
5.24	Competence – Contractors and Subcontractors	15
5.25	Tools and Equipment	16
5.26	Segregation of Work Areas	16
5.27	Welfare	16
5.28	Temporary Buildings	16
5.29	Personal Protective Equipment (PPE)	17
5.30	Risk assessment and Method Statements (RAMS)	18
5.31	Work Control Permit	18
5.32	Critical Control Verification (CCV)	18
5.33	Video Safety System (VSS)	19
5.34	Control of Ignition Sources	19
5.35	Confined Spaces	19
5.36	Excavations	21
5.37	Roof Work	21
5.38	Work Adjacent to Sembcorp’s Property	21
5.39	Vehicles	21
5.40	Cyclists	22
5.41	Pedestrians	22
5.42	Security	22
5.43	Environmental	23

Section / Clause		Page
5.44	Noise	23
5.45	Infectious or Contagious Disease	23
5.46	Personal Electrical Appliances	24
5.47	Work at Height	24
5.48	Scaffold	24
5.49	Auditing	25
5.50	Control of Substances Hazardous to Health	25
5.51	Construction (Design and Management) Regulations	25
5.52	Radiation	25
5.53	Asbestos	25
5.54	Lifting Operations and Equipment	26
5.55	Cranes	27
5.56	Life Saving Rules	27
6	**ENERGY POLICY**	29
6.16	Policy Statement	29
6.17	Responsibilities	29

1. INTRODUCTION

These Site Rules specifically relate to works carried out on (including the delivery or collection of Goods from and/or the provision of Services and/ or Works at) all premises of, or at locations owned or controlled by Sembcorp.

In these Site Rules the terms **Contract Agreement**, **Contract**, **Sembcorp's Representative**, **Supplier's Representative**, **Sembcorp, Supplier, Site, Services, Goods** and **Works** shall have the same meaning as assigned to them in the General Conditions of Contract to which these Site Rules are referred to. Where such terms are not defined in the said General Conditions of Contract, they shall have the meanings as assigned to them in the tender documentation.

In most circumstances, Sembcorp shall nominate a **Sembcorp's Representative** to be responsible for the work undertaken on its behalf, but in the absence of such person being appointed or expressly advised to the Supplier, the Supplier shall respond to the relevant person within Sembcorp's procurement department who is responsible for the Contract (who may act as Sembcorp's Representative) (and regardless of the definition attributed to this person in the General Conditions).

These Site Rules describe general working arrangements and rules that the Supplier and its officers, employees, contractors, subcontractors, and agents are required to comply with whilst in attendance at (including delivering or collecting Goods to/ from and/or performing Works or Services at the Site. In addition to these Site Rules, any Sembcorp "works rules" for the Site shall also apply to the Supplier (including its relevant personnel), provided such "works rules" have been clearly communicated to the Supplier. The Supplier is responsible for ensuring that its personnel comply with any such "works rules."

Where relevant, the Supplier shall find out during the invitation to tender stage the effect upon its proposals of these Site Rules and shall make due allowance within its tender. Sembcorp's Representative shall normally discuss the Site Rules at a pre-tender meeting or during a visit to the Site by the Supplier. In the absence of such a meeting or visit it is the responsibility of the Supplier to seek the information necessary to establish that it can comply with the requirements of these Site Rules.

These Site Rules apply in addition to the General Conditions of Contract and in no way relieve the Supplier of any liability imposed by the General Conditions of Contract or of any legal obligations or of its duty to comply with the requirements of local authorities and/or the legislation in force from time to time.

2. GENERAL WORKING ARRANGEMENTS FOR THE SITE

2.1 Hours of Work

The Supplier shall ascertain from Sembcorp's Representative what hours of work shall be applicable to the Services/ Works or whether the Supplier shall be free to determine its own hours of work.

In circumstances where Sembcorp's Representative does not prescribe the hours of work, the Supplier should agree the hours of work with him or her, the Supplier's personnel shall thereafter conform to the hours of work agreed.

2.2 Working Hours, Rest and Fatigue Management

The Supplier shall plan, monitor and control working hours, shift patterns, overtime and rest periods to manage fatigue and shall comply with the Working Time Regulations 1998 (as amended), applicable health and safety legislation and relevant HSE guidance.

Personnel should not routinely work more than seven consecutive calendar days.

In all circumstances, no individual shall work on any Sembcorp Site or asset for more than 13 consecutive calendar days without then taking a continuous rest period of at least 24 hours, during which no work is undertaken, before returning to work on any Sembcorp Site or asset. The 13-day limit is an absolute maximum and shall not be regarded as a normal working pattern.

Where personnel undertake extended hours, night work, safety-critical activities or more than seven consecutive calendar days, the Supplier shall assess and control the fatigue risk and maintain appropriate working-time and rest records. Sembcorp may impose stricter limits or require any individual to cease work where fatigue or inadequate rest may present a health or safety risk.

2.3 Passes and CCTV

The Supplier shall find out from the Sembcorp's Representative what security arrangements are applicable and what passes are required for entry of employees and vehicles to the Site.

The Supplier shall always keep Sembcorp's Representative informed of the names of all its employees working on the Site. The Supplier shall further keep Sembcorp's Representative advised of any vehicles which it wishes to use on the Site and use its reasonable endeavours to procure that its personnel provide accurate and up to date details of any vehicles which they are using on the Site.

The Supplier's employees shall conform to the working arrangements for security and the use of passes applicable to the Site.

The Supplier acknowledges that Sembcorp and/or Sembcorp's contracted provider of site management and/or security services may use CCTV and other methods of recording and/or tracking activities and/or movements at the Site. Further details on such surveillance are available upon request from Sembcorp's Representative. The Supplier shall ensure its personnel attending the Site are directly advised of such surveillance (in addition to any signage or other communication of such surveillance by Sembcorp and/or its contracted provider).

2.4 Entrance to the Site and Rights of Search

The Supplier's employees shall enter or leave the Site only through an authorised gate (or authorised route for access, where no gate exists).

When required by a person authorised by Sembcorp, the Supplier's employees shall produce their Site pass.

The Site security personnel shall have authority to search any person, vehicle, locker, bag, basket, parcel, or other container on the Site or being taken to or from it and the

Supplier shall procure that its personnel comply with any such request (and adopt and maintain a suitably courteous attitude during any such search).

Verbal or physical abuse of security personnel shall not be tolerated, and the perpetrator may be denied further access to the Site.

2.5 Sembcorp's Buildings and Property

The Supplier's employees shall not interfere with any of Sembcorp's property or the property of any of Sembcorp's other suppliers or such suppliers' subcontractors or enter any building on the Site without the permission of Sembcorp's Representative.

2.6 Printed or Written Matter

No notice, advertisement, window bill or other matter, printed or written other than those displayed in the Supplier's own buildings may be posted, placed, or distributed in the Site without the permission of Sembcorp's Representative.

2.7 Photographs and Other Visual Recordings

Cameras or other image capturing or recording devices shall not be taken into the Site nor any photographs taken of any property of Sembcorp or part thereof or any other property or third party plant on the Site, without Sembcorp's Representative prior written consent (except to the extent photographs or other visual recordings or representations of the Site or the Services and/ or Works are a necessary part of such Services and/ or Works and then care shall be taken not to capture such photographs or other visual recordings or representations (whether in the background or otherwise), third party plant or any security features.

2.8 Fence Lines

Fence lines are frequently used to separate or enclose areas where different rules and safety procedures apply. The Supplier shall not break or cross any fence line without permission of Sembcorp's Representative and then only upon conditions laid down by Sembcorp's Representative.

2.9 Radio Equipment

Radio equipment shall not be operated on the Site without the written permission of Sembcorp's Representative.

2.10 Explosives

The Supplier shall not bring explosives on to the Site without the written permission of Sembcorp's Representative.

Key Unexploded Ordnance (UXO) Mitigation Requirements

- Unexploded Ordnance (UXO) A guide for the Construction Industry principles shall be adopted.

The Supplier shall:

- Give all Site staff a UXO awareness briefing as part of their induction to the Site, if deemed necessary by Sembcorp; and
- Produce Site procedures that are to be followed in case UXO is encountered, if required by Sembcorp.

2.11 Firearms

Firearms (including shotguns and air-powered weapons) shall not be brought on to the Site.

2.12 Supplier Monthly Safety Returns

The Supplier shall submit a monthly HSSE performance report to Sembcorp. This monthly report shall specifically report on HSSE performance for the Contract only (not the Supplier's company-wide performance). Sembcorp shall monitor the Supplier's HSSE performance against agreed HSSE KPI's, requirements and expectations to identify trends, areas of robust performance and areas of concern requiring corrective action.

At a minimum, the monthly HSSE reports shall include the following:

- Monthly person-hours worked on the Contract;
- Monthly Site exposure hours;
- Number of near miss and first aid cases reported;
- Number of recordable incidents (fatalities, medical treatment cases, occupational diseases cases, lost workday cases – including number of days lost and date of last workday case, restricted work cases);
- Lost Time Injury Rate (per million person-hours worked);
- Audit & Assurance activities conducted;
- Total Recordable Injury Rate (per million person-hours worked);
- Number of environmental incidents (Accidental discharges or releases to the environment which directly affect human health, land, vegetation, water bodies and ground water); and the volume/type of waste being produced; and
- Additional HSSE reporting requirements which shall be specified in the Site HSSE Plan as required by Sembcorp.

This requirement only applies to Suppliers who execute 100 or more person-hours per week on the Site.

2.13 Safety Meetings

Suppliers are required to plan and conduct regular (at least monthly) HSSE meetings to:

- Ensure personnel are informed of hazards and required safe work practices and regulations associated with their work;
- Communicate about past accidents, lesson learnt and share relevant HSSE information;
- Provide look ahead of Site activities; and
- Provide an opportunity for personnel to raise HSSE issues and concerns and provide a feedback forum.

The frequency of the HSSE meetings should be determined by the nature of the work and related level of risks. Suppliers shall ensure that their workforce are given time to attend HSSE meetings. This includes compulsory attendance at routine toolbox meeting, pre-start up meetings.

Suppliers are also responsible for inviting company representatives to their HSSE meetings and ensure that the meeting minutes and actions arising from the meeting are maintained

and submitted to Sembcorp. Sembcorp representatives may without prior notice attend such HSSE Meetings.

The Supplier shall set out a communication process showing lines of reporting and methods of reporting, at all levels within the Supplier's organization and to Sembcorp.

The Supplier shall be required to communicate and consult with its workforce on a regular basis on HSSE matters. This is essential for ensuring that its personnel are informed and aware of relevant information, work hazards, safe work practices and responsibilities. To enable effective communication, the Supplier shall conduct / attend the activities as follows:

2.14 Project Kick-off Meeting

The Supplier is required to participate in the project kick-off meeting with Sembcorp to discuss HSSE expectations, potential HSSE Management System interfaces and specific HSSE issues and requirements in accordance with the Contract. The kick-off meeting shall be held as soon as reasonably practicable after contract reward and before the performance of any Services and/ or Works.

The agenda to be discussed may include but not limited to:

- Review of Supplier's HSSE Policy and Sembcorp's expectations;
- Review of HSSE requirements for contracts and any additional specific HSSE requirements identified in the Contract;
- Review basic HSSE rules and HSSE Management System requirements;
- Review of any agreed HSSE key performance objectives, targets, and indicators;
- Review management of high-risk activities and controls (include permit to work requirements and key procedures);
- Review Supplier's HSSE Site specific plan and emergency response plans etc. (or if not complete, plans for completion);
- Review HSSE roles and responsibilities;
- Review HSSE orientation processes to be implemented (e.g., Site HSSE requirements, subcontractor orientations and work Site specific orientations for new personnel and visitors);
- HSSE Reporting and Communication requirements;
- Confirmation of scope and schedule of key HSSE activities including: HSSE orientation/induction, HSSE Meetings, audits, and review;
- Environmental and Waste Management Plan (includes environmental management and impact mitigation requirements); and
- Communication plan on key information and outcomes from the kick-off meeting.

2.15 Pre-start Meetings

Pre-start meetings are held to discuss the planned work tasks, review risk assessments, and Permit to Work requirements, and communicate any relevant HSSE Matters.

2.16 Making Electrical Connections

The following are the minimal technical and installation standards for making connections to Sembcorp's power distribution system:

- The loads or generation shall be designed and operated in accordance with UK national standards. Generators shall comply with the National Grid code requirements for a large (i.e., over 100MW) power station;
- The short circuit ratings of the plant equipment shall be calculated, and equipment chosen appropriately, the plant shall not subject Sembcorp's equipment to a short circuit level higher than the design value;

- The power flow on the plant shall be calculated or simulated so that voltages stay in tolerance and the Sembcorp system is not subject to voltage drops more than 6% on average and 10% exceptionally, say for starting a large motor;
- The reacceleration of the plant for process plant more than 1MW shall be studied and/ or simulated so that the effects of voltage depression is understood and agreed and proportional to the short circuit capacity post fault;
- Plant equipment, cables, generating plant etc. shall be CE marked;
- Loads and or generation MW, MVAR and voltage shall not exceed those specified in the Contract;
- Harmonics, disturbing loads, voltage flicker EMC etc. shall be in accordance with national standards. For variable speed drives more than 1MW, the Supplier shall supply on request a harmonic study;
- For HV power >1000V AC, plant shall design and operate suitable earthing electrode systems for earthing their lower voltage systems; and
- The operation and maintenance of the plant must be such that it remains safe to accept power (or deliver power to Sembcorp). Before making alive Sembcorp shall require evidence of completion, evidence of test and commissioning results, including earthing, and evidence of safe systems of operation and work including permit systems.

With regards to installation:

- The Site has many hazards including high hazard gas lines, hydrocarbons, high voltages, and toxic and hazardous chemicals. There are many customer interests, there are no green field areas, and the Site is complex with many services and roads including buried and overhead services;
- All electrical installation or removal works shall be subject to detailed design, planning, coordination, risk assessment, and work control and via Sembcorp Completion of Modifications processes;
- Access to Sembcorp pipe trenches, service ways and switch house requires plant and specific inductions and validations; and Sembcorp issued Work Control Permit;
- No-one unless inducted, competent, validated, and certified competent by suppliers and validated as per Sembcorp's safe electrical working systems in writing and in possession of a work control permit shall make intrusive access to any Sembcorp equipment or cable;
- Suitably competent cable installers, etc. following induction and Services and/ or Works control acceptors training and validation, and following submission of written method statements, and risk assessments shall be granted access to Sembcorp's service trenches and switch house to install new equipment, but not to connect to Sembcorp unless they meet the above requirements for intrusive access;
- Excavations below 300mm and HV work above 1000V is subject to specific controls, review, and approval;
- Structures such as walls, floors, supports shall not be cut, drilled, or modified unless the design is approved by Sembcorp;
- Live work is kept to a minimum and any live work at testing or commissioning must follow Sembcorp's procedures, requirements, and instructions;
- Test equipment must be appropriate in accordance with good industry practice and mustimeters must have safety fused test leads; and
- The Supplier shall use proper egress and access, installations shall have planned temporary access in the form of scaffolding that Sembcorp shall arrange on request. Installation from ladders is not permitted on the Site. Installation using mobile platforms is subject to review.

2.17 Performance Management

The Supplier will comply with all the requirements of the Sembcorp Site Rules (this document), and all other related terms, policies, processes and procedures which cover health, safety, security, sustainability and environmental requirements.

The Suppliers performance will be continually monitored for compliance and adherence over the duration of the contract, project or order whilst working on Sembcorp sites and assets. In line with Sembcorp internal operating procedures, Sembcorp regularly undertake Supplier evaluation or contract performance evaluation, which evaluates Supplier performance.

The failure of the Supplier to perform to those contemplated standards, may result in the loss of incentive payments related to pre-agreed key performance indicators ((KPI's)(where applicable)), or in some instances, the removal of the Supplier from the Sembcorp Site, or further, the removal of the Supplier from the approved Supplier list.

2.17 Non-Compliance and Enforcement

Where a Supplier, its personnel or subcontractors fail to comply with these Site Rules, Sembcorp may require immediate corrective action, issue a Stop Work instruction, suspend activities or remove personnel from Site.

Serious, repeated or material non-compliance may result in removal of the Supplier from Site or termination of the Contract in accordance with its terms.

The Supplier shall bear its own costs arising from such action, without prejudice to Sembcorp's other rights and remedies.

3. EMPLOYMENT MATTERS

3.16 Trade Union Matters

Workplace Stewards or Safety Representatives representing the Supplier's personnel may act on behalf of those personnel only and shall not visit personnel or representatives employed by another contractor or by Sembcorp, without prior permission from Sembcorp's Representative.

Prior permission shall be obtained from Sembcorp's Representative for visits of trade union officials to the Supplier's employees on the Site.

The Supplier's employees shall not hold meetings associated with workers' rights, trade union type matters or similar, on the Site without the prior permission of the Supplier and Sembcorp's Representative.

4. ADMINISTRATION

4.16 Materials Delivery

The Supplier shall ascertain the arrangements for the delivery of materials from Sembcorp's Representative.

4.17 Security of the Services and/ or Works, Plant, Materials and Equipment

Unless otherwise agreed in writing, no action by Sembcorp with respect to security alleviates the Supplier in any way from its responsibilities for security and protection of the Services and/ or Works and that of materials, plant and equipment supplied either by the Supplier or free issued by Sembcorp for use in connection with the Services and/ or Works.

5. SAFETY, HEALTH & ENVIRONMENTAL REQUIREMENTS

5.16 Policy and Commitment

The Supplier shall maintain a HSSE Policy that demonstrates commitment to the people, environment, and the protection of assets.

The Supplier is required to provide the following information / documentation under the Contract work scope for assessment of the Supplier's HSSE understanding and capability in undertaking the Contract:

- A statement from the Supplier's CEO providing a statement of commitment to HSSE;
- HSSE organization chart for the contract;
- All above designated persons must be briefed by the project manager of their roles, responsibilities and/or accountability in terms of safety and sign a statement to accept their appointments. A copy of the statements must be submitted as well; and
- Copy of HSSE Management System/ Manual.

5.17 Stop Work Authority

All personnel, including representatives of Sembcorp and its Contractors, are authorized and responsible to stop any work activity when there is an immediate risk of serious injury, harm to health, environmental impact, or damage to assets.

5.18 Inappropriate Behaviour

Sembcorp operates a zero-tolerance approach to bullying, harassment and sexual harassment, individuals must always treat others with dignity and respect.

Any behaviour deemed to constitute bullying, harassment (sexual or non-sexual) of any kind by and against all personnel, including but not limited to representatives of Sembcorp and its Contractors, site visitors, Suppliers, sub-contractors, their respective employees or agents is immediately reportable to a Sembcorp Representative.
For the avoidance of doubt, bullying, harassment, and, or sexual harassment includes; unwanted behaviour that violates someone's dignity and/or creates an intimidating, hostile, degrading, humiliating or offensive environment for someone which may include but is not limited to name calling, asking inappropriate questions, making inappropriate comments, touching someone without consent, spreading malicious rumours, unfair or

differential treatment, overbearing supervision, misuse of power or position and exclusion.
Sembcorp will act promptly and will take prompt action to eradicate this type of behaviour. Sanctions may include the request for the immediate removal from its Sites of individuals responsible for such actions.

Any breach or violation of Sembcorp's HSSE requirements for Suppliers shall be considered as a material and substantial breach of the Contract. Breaches include, without limitation, the following:

- The Supplier shall not cause, or permit a hazardous or unsafe condition or activity over which it has control at the Site;
- If the Supplier is aware of any hazardous or unsafe condition, including a violation of any of the HSSE standards with which the Supplier must comply in accordance with the Contract, it shall immediately inform Sembcorp and take whatever steps necessary and as agreed between Sembcorp and the Supplier to eliminate, terminate, abate, and rectify the condition;
- If remedial action is not implemented within the agreed timeframe, Sembcorp or the Supplier has the right to stop work immediately;
- The Supplier shall take all necessary HSSE precautions related to the performance of the Contract to protect the Site, including all personnel and property of Sembcorp, the Supplier and all third parties;
- Should Sembcorp observe an unsafe act or condition and is aware of a planned activity or condition which may be unsafe, it shall be entitled to direct the Supplier to stop, or not to proceed with the unsafe work activity. The Supplier shall at his own cost, modify its method of work to work safely. The Supplier and/or its subcontractors shall not claim for additional costs or extension of time or any kind of recourse whatsoever against Sembcorp; and/or
- If the Supplier fails to undertake the necessary measures to eliminate or control such breach or violation promptly or to otherwise comply with Sembcorp's HSSE requirements, Sembcorp may terminate the Contract without prior notice.

5.19 Drugs and Alcohol

All the Supplier's employees on the Site shall be fit for work.

Sembcorp requires the Supplier to have in place and operate an appropriate substance abuse policy covering all its personnel which are at or may attend the Site. As a minimum such substance abuse policy should include pre-employment and 'for cause' drug and alcohol testing; though in relation to certain Services and/ or Works or Sembcorp projects, Sembcorp may expressly request this incorporates a level of 'random' testing as well.

Personnel taking prescribed drugs shall inform their supervisor in the first instance, it is the responsibility of the Contractor to ensure that the Company is informed of any illness-related treatment that would be a pertinent factor in the treatment of any injury or illness.

At the request of Sembcorp, the Supplier shall perform a 'for cause' substance abuse test (or procure its relevant employee submits to such a 'for cause' test performed by or for Sembcorp) and the Supplier shall share the result as soon as practicable with Sembcorp (where relevant).

The Supplier shall submit a copy of its current substance abuse policy to Sembcorp, upon request.

5.20 Induction

All Suppliers and visitors must be suitably inducted to visit or work on the Site. The level of induction shall be dependent on the activities being carried out and shall be agreed upfront with the Sembcorp Representative.

5.21 Smoking and Fire Hazard Areas

Many of the materials used or manufactured on the Site are highly flammable, and there is always a danger of fire.

Smoking is therefore prohibited in all, but expressly designated smoke shelters or areas expressly assessed and authorized as suitable for smoking, which may be located at or in proximity to the Site. It is noted that 'vaping' and/or the use of so called 'e-cigarettes' is considered and treated as if smoking at the Site.

It is also prohibited to carry matches or lighters or other sources of ignition into those areas of the Site marked as de-matching areas. Sembcorp reserves the right to conduct random searches to enforce this rule.

Smoking in vehicles within the boundary of the Site is also prohibited.

5.22 Emergency Procedures

The Supplier shall establish an emergency response plan and conduct or participate in emergency response drills to test the effectiveness of the plan. Specific requirements include:

- The Supplier shall maintain a workers manifest on the Site and appoint fire warden to facilitate on Site evacuation and head count at assembly area;
- The Supplier shall participate in any drills / exercise conducted by Sembcorp;
- An emergency contact and organization chart shall be made available to Sembcorp
- Supplier shall ensure their workers know and are familiar with the project Site's alarm alert system; and
- An emergency response plan must be regularly tested to assure the consequences of any incident are controlled and limited, for both major and less serious events.

In the event of any accident, medical incident, fire, or other emergency occurring at the Wilton site, the Supplier shall call Sembcorp's contracted protection (fire and emergency medical response) provider (currently Falck Fire Services UK) on 01642 212222 (in case of emergency) or on 01642 212273 (in other circumstances).

Fire, rescue and/or emergency medical response support may be available in addition (but by way of back up) to the Supplier's own arrangements.

The Supplier is encouraged to use the support of Sembcorp's contracted protection response provider; however, the Supplier shall (in respect of its own personnel or activities) be responsible for any costs which may be incurred thereby. Such costs are only usually for consumables used in the response or for medical or rescue facilities which cannot be returned to service (for reasons of safety, hygiene, or such like).

Without prejudice to the immediately foregoing, if such charges are paid or levied against Sembcorp (and these are attributable to the Supplier's activities at the Site), then

Sembcorp reserves the right to set off same from any amounts due to the Supplier or to recover same as a debt.

5.23 Incidents

All incidents and near misses shall be investigated by the supplier/contractor and findings to be reported to Sembcorp in accordance with the Sembcorp Incident Investigation and Reporting Requirements:

- Any HSSE incident involving Sembcorp, Supplier or any third-party personnel, property, plant, or equipment with respect to this Contract, shall be reported immediately to Sembcorp irrespective of whether injury to personnel, damage to property or equipment or environmental damage has resulted;
- All unplanned or unauthorized spills (without secondary containment) and releases which directly affect human health, land, vegetation, water bodies and ground water are to be reported, regardless of volume;

The Supplier/contractor shall be required to carry out formal investigations at the discretion of Sembcorp's Health and Safety Team if an incident occurs. Investigation reports and finding shall be shared with Sembcorp to ensure that the cause of the incident is correctly identified and that suitable corrective actions are implemented.

- The local authorities shall be sought for assistance for all emergencies as per Sembcorp reporting and investigation procedure; and
- Where requested by Sembcorp joint investigations (along with contractor) may be required to ascertain the root cause of all incidents using Sembcorp's investigation tool requirements. The findings shall provide both Sembcorp and the Supplier/contractor management with corrective and preventive actions to prevent recurrence.

The Supplier shall inform Sembcorp of any injury, accident or dangerous occurrence on the Site involving its officers, employees, agents, or invitees and shall cooperate with Sembcorp in any enquiry or other action taken to prevent a recurrence of the event.

5.24 Competence – Contractors and Subcontractors

The Supplier and its subcontractors shall ensure that their respective employees are suitably competent in the work methods, equipment, and tools they are to use in completion of the work they are to do. As a minimum requirement all the Supplier's employees and Supplier's subcontractors' or agents' (if any) employees expected to undertake work at the Site shall be CCSNG Safety Passport or National Safety Passport Trained unless otherwise agreed in writing by Sembcorp.

Supervision should be suitably trained and competent in line with their duties and should have completed the Supervisor CCSNG qualification or equivalent (NEBOSH or IOSH qualifications)

All the Supplier's employees must be suitably trained and competent to carry out their duties and records shall be made available upon request from Sembcorp.

The Supplier shall ensure that all subcontractors working under the Supplier's management control are skilled and qualified and are effectively managed within the scope of these Site Rules and the Contract.

The Supplier must have in place HSSE systems, procedures and safe work practices for the management and control of subcontractors, including:

- Evaluation process for subcontractors demonstrated HSSE capability, HSSE performance and compliance.
- Risks and Hazards associated with the subcontractor's work are identified and controlled to 'ALARP' levels and that subcontractors employ the required safe systems of work;
- Subcontractor HSSE Management System to be integrated to the Supplier's HSSE Management System; and
- Subcontractor's work is supervised and monitored by the Supplier to ensure that safe practices are employed, and work is conducted with strict compliance to the relevant Supplier and Sembcorp's HSSE requirements.

The Supplier shall represent and warrant that its management and supervisors are responsible for ensuring that the Services and/ or Works are performed in accordance with all applicable HSSE regulatory requirements, industrial best practices and/or any guidelines or operating standards provided to the Supplier by Sembcorp.

The Supplier is required provide Sembcorp with organization charts, specifying any dedicated HSSE resources and the areas of HSSE responsibility of line management. As a minimum Sembcorp mandate that any Supplier who has 50 or employees and/or subcontractors under their control must employ a full time and stand-alone Health and Safety professional who holds a minimum of NEBOSH General certificate qualification.

5.25 Tools and Equipment

The Supplier must comply with the following requirements regarding the safe use and maintenance of plants, equipment, and tools:

- Ensure that all machinery, plants, tools, and equipment are maintained in operable, safe conditions;
- Ensure that the users of machinery, plant, tools, and equipment are trained, experienced, and where required, licensed, and certified;
- Ensure all electrical plant and equipment is regularly inspected and records maintained to show compliance with all regulations; and
- Ensure all rotating and moving parts of all tools and equipment are adequately guarded to prevent accidental contact by personnel

All equipment brought on to the Site by the Supplier must be suitable for the purpose used, be fit for that purpose and the persons using it must be demonstrably competent in its use.

The use of open bladed 'Stanley' type knifes is forbidden on the Site.

5.26 Segregation of Work Areas

When barriers are required to protect personnel, property or thoroughfares, the Supplier, when providing such barriers, shall ensure that they are adequate for the purpose, are suitable secured, shall provide lighting and policing if necessary, and shall maintain such barriers and lighting in good order. Barriers should bear a notice stating their purpose. Signage should be placed to give sufficient warning of a potential hazard ahead of the individual encountering such hazard.

5.27 Welfare

Unless specifically agreed to the contrary or where recorded to the contrary in the Contract, the Supplier shall be responsible for the provision of its own welfare facilities, which it is to keep clean and tidy to the satisfaction of Sembcorp and conform to all applicable laws, regulations, and codes of conduct.

5.28 Temporary Buildings

The Supplier shall not erect any huts, offices, or temporary buildings upon the Site without first obtaining permission from Sembcorp.

All Suppliers' temporary buildings shall comply in all respects to the requirements for the Site.

The Supplier should be aware that due to the hazardous nature of the Site or adjoining plant or land, the precautions (such as to siting and/or periods of use) specified by Sembcorp may exceed those applicable to temporary buildings sited elsewhere.

5.29 Personal Protective Equipment (PPE)

The Supplier shall provide its employees with and train them in the use of the appropriate protective clothing and/or other safety equipment necessary to complete the Services and/ or Works. The Supplier shall maintain safety equipment in good condition, and to guard against its misuse.

The Supplier may be provided with protective clothing by Sembcorp specific to a specialist activity on the Site at Sembcorp's sole discretion.

General access to the Site requires the following minimum PPE:

- Flame retardant coveralls/top and bottoms (High visibility top) meeting the standards below



- Eye protection
- Safety helmet
- Safety footwear
- Hearing protection (area specific)
- Gloves (task specific)

Below is a table outlining the general Site requirements:

HAZARDS & AFFECT	PROTECTIVE EQUIPMENT USED
Falling objects – injury to head and face, hazardous liquids dripping on head causing burns	Full Peaked Safety Helmet (non-vented) – EN397

Low energy impact - flying objects causing eye injuries	Light Eye Protection – EN166-F
Medium energy impact – flying objects, dust and chemical splash causing eye injuries	Goggles – EN166-B (Goggle frame is marked (4) – dust, (3) - for chemical splash and liquids)
Noise – causing reduced hearing	Earmuff – EN352-1 or 3 Ear Plugs – EN352-2
Airborne hazardous substances – causing respiratory harm	Dust, Mist, Metal Fume Mask – EN149
Harmful chemicals meeting skin causing burns	Chemical Suit – EN465-3 with hood
Falling objects injuring toes, standing on sharp objects	Safety Footwear – EN345 – 200 joules toecaps
Hazardous substances – causing harm	Gloves – (select appropriate protection level)
Sharp edges – causing cuts	Gloves – EN388 - 4333 or above
Other specific PPE requirements are dependent on hazards of the activity and need to be assessed separately.	

5.30 Risk assessment and Method Statements (RAMS)

The Supplier shall submit full RAMS detailing, as appropriate, proposals for the sequencing of operations, any special methods of construction to be employed, deployment of means of access and scaffolding, arrangements for lifting and handling Materials/Plant/Equipment, and methods of containing and disposing of waste materials

Method Statements and Lifting Studies should be produced in advance allowing enough time for Sembcorp to review these. Such documents shall also be required to support the requests for Permits, which must be made at least 48 hours in advance (unless such other period is stated in the Contract). This shall include (but not be limited to) the submission for Sembcorp's consideration of calculations confirming the appropriateness of the proposed Services and/ or Works and/or any temporary works.

The Supplier shall adopt a point of work risk assessment system (**POWRA**) (or a version of it) and the Supplier's employees must be trained and familiar with how to use the POWRA system.

5.31 Work Control Permit

In addition to a general work control permit, other separate permits/supplementary control certificates may be required to cover activities that carry serious injury and fatality risk (SIFs), such as (although not exhaustive) breaking ground, access to roofs, hot works, entry to confined spaces etc. The Supplier shall not undertake such activities without ensuring that they are either included in a permit to work or separately authorised.

Work Control Permit shall apply to all high-risk activities, including but not limited to:

- Hot Work
- Excavation
- Confined Space Entry

• Working at Height
• Lifting Operations
• Work in hazardous environments

No such works shall be undertaken without a valid, authorised Work Control Permit in place.

5.32 Critical Control Verification (CCV)

For all works that require a work control permit (including supplementary control certificates) for working at height, lifting and electrical works; Contractors shall establish and maintain the Critical Control Verification (CCV) process in full alignment with Sembcorp's HSSE standards. The following steps must be implemented:

• Identify all critical controls applicable to work at height, lifting and electrical activities relevant to the Contractor's scope of work and in line with SEUKs CCV check sheet.

• Integrate these critical controls into safe systems of work and daily operational practices.

• Conduct field verifications to ensure the identified controls are implemented, effective, and consistently applied during execution.

• Document verification outcomes accurately and maintain records for review.

• Implement corrective actions immediately if any critical controls are found to be missing, inadequate, or ineffective. Embed CCV into daily supervision duties, safety walkdowns, and pre-task briefings to support proactive and real-time risk management.

5.33 Video Safety System (VSS)

Sembcorp operate a Video Safety System (VSS), this is to assure safety compliance for Works that are undertaken on Sembcorp Sites and assets.
The system provides an opportunity to retrospectively review and learn from any accidents or incidents, and to put in place mitigating plans to avoid reoccurrence.

All Works that are deemed to be of a high-risk nature by Sembcorp, will be captured by the Supplier, via the designated system with associated protocols and controls in place.
Suppliers will be issued a VSS (cameras and SD Cards) and will be required to store and secure images and footage for 30 days beyond completion of related Works activities.
In instances whereby an accident or incident does occur on a Sembcorp Site or asset, the Supplier shall make images and footage available for Sembcorp to view as part of any RCA or incident investigation.

5.34 Control of Ignition Sources

In addition to any specific project requirements (concerning the provision of adequate emergency procedures and firefighting equipment), before commencing any burning, welding, or Services and/ or Works involving extreme heat or naked flames, the Supplier shall ascertain whether any restrictions on hot working apply and whether any permits are required from the responsible Sembcorp Engineer. When carrying out such Services and/ or Works the Supplier shall comply with any such restrictions or permits.

No fires shall be lit on the Site.

Local inductions shall outline the requirements for each plant area.

5.35 Confined Spaces

A confined space is any space of an enclosed nature where there is a risk of death or serious injury from hazardous substances or dangerous conditions (e.g., lack of oxygen). Some confined spaces are easy to identify, e.g., enclosures with limited openings such as storage tanks, silos, and vessels.

The Supplier's philosophy must be to avoid entry into a confined space in the first instance.

Better work-planning or a different approach can reduce the need for confined space working. The Supplier shall ask itself if the intended work is necessary, or whether it could:

- Modify the confined space itself so that entry is not necessary;
- Have the work done from outside, for example:
    - blockages can be cleared in silos by use of remotely operated rotating flail devices, vibrators, or air-purgers; and
    - inspection, sampling, and cleaning operations can often be done from outside the space using appropriate equipment and tools; and
- Remote cameras can be used for internal inspection of vessels.

If the Supplier cannot avoid entry into a confined space, it should make sure it has a safe system for working inside the space.

The Supplier shall use the results of its risk assessment to help identify the precautions which it needs to take to reduce the risk of injury. These shall depend on the nature of the confined space, the associated risk and the work involved.

Make sure that the safe system of work, including the precautions identified, is developed, and put into practice. Everyone involved shall need to be professionally trained and instructed to make sure they know what to do and how to do it safely.

To achieve the above, the following conditions are required to be satisfied and detailed in the work plan prior to entry into a confined space:

- All entries into a confined space to be controlled by means of the Entry Cert and a Work Control Permit system and supporting risk assessments;
- A risk assessment must be carried out for each confined space task;
- When entry is required, the confined space is to be physically isolated from all sources and substances, and from all sources of energy or motive power;
- Hazardous substances contained within the confined space to be displaced, and the space suitably cooled and ventilated;
- The confined space tested for the presence of hazardous substances and for acceptable oxygen content. If conditions for safe entry cannot be achieved or guaranteed, additional precautions are to be applied, e.g., the use of breathing apparatus;
- RAMS prepared to address the provision of protective clothing and equipment, access and egress, standby personnel, and rescue plans;
- All entrants must always wear a personal monitor;
- When a person is in a confined space, a trained and authorised standby person must attend all times and always maintain line of sight visibility of the entrants, if at any time the standby loses sight of the entrant then work must cease and

be re-assessed – additional standby persons or radio comms must be put in place where line of sight does not remain 100%;

- Additional hazards, including concurrent activities in the vicinity of, or within, the confined space is considered. All hot work in the vicinity must be stopped if it is considered hazardous to the confined space entry;
- Welding within confined spaces should be done using an independent air-fed breathing supply, any deviation from using air-fed welding masks when welding in confined spaces must be fully risk assessed and approved by Sembcorp HSE Team via an SOC (Safe Operating Committee);
- When entry to a confined space is required using breathing apparatus, only those persons trained and deemed competent in the use of the breathing apparatus are allowed to enter the confined space; and
- If the access to a confined space is restricted due to using a Self-Contained Breathing Apparatus (SCBA) an alternative air supply must be provided.

Unauthorised entry into confined spaces is forbidden and shall result in formal investigation and possible disciplinary action.

5.36 Excavations

The Supplier shall appointment a competent person who fully understands the dangers and necessary precautions required for inspecting the excavation at the start of each shift. Excavations shall be inspected after any event that may have affected their strength or stability, or after a fall of rock or earth. A record of the inspections shall be required. All faults shall be corrected.

Before digging any trenches, pits, tunnels, or other excavations, the Supplier shall decide what temporary support shall be required and plan the precautions that are going to be taken against:

- Collapse of the sides;
- People and vehicles falling into the excavation;
- Materials falling onto people working in the excavation;
- Undermining nearby structures;
- Underground and overhead services; and
- The inflow of ground and surface water.

The Supplier shall ensure that the equipment and precautions needed (such as trench sheets, props, baulks, etc.) are available on the Site before Services and/ or Works start. If information such as results of soil tests or trial holes is available, it may provide useful data on conditions likely to be found on the Site, which can assist planning.

5.37 Roof Work

Unauthorised access to roofs is forbidden on the Site and any work undertaken on roofs must be risk assessed and carried out under a Work Control Permit.

5.38 Work Adjacent to Sembcorp's Property

When a Supplier is required to work close to any property belonging to Sembcorp (for example, equipment, a pipeline, or a cable), the Supplier shall ascertain by reference to Sembcorp's Representative with regards to what precautions need to be taken to protect the Services and/ or Works and Sembcorp's property from interaction.

5.39 Vehicles

Whilst on the Site, vehicles shall:

- Be parked and secured in areas designated for parking;
- Not be left unattended on roads;
- Be sound, examined and well maintained; and
- Be certified where necessary by an appropriate authority.

Whilst on the Site drivers of vehicles shall:

- Observe the Highway Code;
- Observe Site traffic regulations and speed limits;
- Be competent in the use of the vehicle of which they are in control; and
- Hold a current valid license covering the vehicle of which they are in control.

The Supplier shall provide the service and examination records of vehicles operated by the Supplier on the Site on request by Sembcorp.

The Supplier shall ensure that vehicles operated by it are free of excess dirt on the wheels or tracks and that the loads are secure. The Supplier shall clean any Site roads fouled due to its operations at its own expense and any contamination into Site drainage must be reported to Sembcorp HSSEQ Team

The Supplier shall not obstruct roads or areas required for access upon the Site.

Rules shall apply to the movement of heavy vehicles, cranes or abnormal loads on the Site and arrangements for such movements should be agreed by the Supplier with Sembcorp's Representative.

If the execution of the Services and/ or Works being carried out by the Supplier requires the movement of any large and/or heavy duty plant, machinery or equipment either at the Site or to and/or from the Site (**Large Plant Movement**), then the Supplier is required to notify Sembcorp's Representative not less than 14 (fourteen) days prior to the commencement of such Large Plant Movement (including details of the items to be moved, the route proposed to be taken, the proposed time and date of such Large Plant Movement and such other information as Sembcorp's Representative may require. The Supplier (nor any of its representatives) may carry out any Large Plant Movements without the prior approval of Sembcorp's Representative and in any event shall ensure that such Large Plant Movement is carried out with minimum disruption to the Site and its surrounding area and in accordance with all applicable laws, regulations, and codes of conduct.

5.40 Cyclists

The Supplier shall ensure that its personnel when commuting or moving around the Site;

- Observe the Highway Code;
- Observe Site traffic regulations and speed limits;
- Wear light-coloured or fluorescent clothing during the day
- Wear reflective clothing or accessories at night
- Wear a suitable cycle helmet

The above referenced bulleted points are mandatory, and are intended to protect the individuals who cycle, and all other users of Site roads and infrastructure.

Sembcorp reserves the right to take what it deems to be appropriate action against individuals who do not comply with these rules and principles.

5.41 Pedestrians

The Supplier shall ensure clearly defined pedestrian routes are used in areas they control and shall procure that its personnel use defined pedestrian routes (if any) when moving around the Site.

Pedestrians must be segregated from mobile plant and vehicles in operational areas.

5.42 Security

The Supplier shall put in place effective security arrangements for the duration of the Contract. Where warranted, Sembcorp may require a documented security plan including the following security arrangements:

- Provision of full-time security personnel, round the clock, if necessary, for the Services and/ or Works;
- Use of hoarding to fence the worksite to isolate the construction worksite and public areas or plant;
- Issuance of security passes for control of access and egress; and
- Ensure all workers or employees are lawfully employed.

Worker compensation and insurance shall be purchased by the Supplier.

The Supplier shall periodically review and update the security arrangements to ensure its ongoing relevance to the Services and/ or Works. Any updates to the security arrangements shall be submitted in writing to Sembcorp.

5.43 Environmental

The Supplier shall submit full details to Sembcorp as to how it proposes to minimize impact to the environment in connection with its performance of the Services and/ or Works or provision of related goods. If the Supplier is required to carry out its own waste disposal in relation to the Services and/ or Works. It shall propose a method or methods for the containing and disposing of waste materials. The Supplier shall be responsible for the safe collection, containment and disposal of all refuse and waste from its work areas, offices, huts, and workshops at its own cost and shall always maintain a high standard of tidiness and cleanliness.

All waste and rubbish shall be removed to an appropriate recycling or tipping area; the burning of such waste and rubbish shall not be permitted.

Any instances of waste being irresponsibly disposed of (Fly Tipping) shall be formally investigated any deliberate violations of these Site Rules or procedures may result in disciplinary action being taken against individuals and the organisation involved.

Having regard to Sembcorp's environmental standards (further mentioned below), recycling of waste
is encouraged wherever reasonably practicable.

Recycling and the tipping of hazardous wastes (including asbestos) shall be carried out in accordance with all relevant statutory and local authority regulations and procedures. These procedures shall be subject to prior agreement from Sembcorp's Representative.

5.44 Noise

The Supplier shall carry out the Services and/ or Works in a manner which shall keep noise levels to a practicable minimum. When high noise levels are thought by the Supplier to be unavoidable then suitable controls must be implemented, e.g., exclusion zones, signage, hearing protection and occupational noise monitoring where required.

5.45 Infectious or Contagious Disease

The Supplier shall inform Sembcorp's Representative who shall, in turn, inform Sembcorp's Head of HSSEQ of any Supplier's employee on the Site or who has been on the Site who is suffering from, or has been in contact with any infectious or contagious disease; such an employee may only return to work with the approval of the Supplier and Sembcorp's Head of HSSEQ.

5.46 Personal Electrical Appliances

All portable electrical devices must be PAT tested; personal equipment should not be brought onto Sembcorp facilities.

5.47 Work at Height

All work at height must be risk assessed, planned, and carried out in compliance with to WAH regs and the hierarchy of controls as outlined in HSE (Health and Safety Executive) guidance document INDG401 (Rev 2)

Tool tethering is mandatory when there is a potential to drop an object to harm, e.g., the following scenarios:

- When erecting or dismantling scaffolds;
- When working in a MEWP (Mobile Elevated Working Platform);
- When carrying out rope access activities; and
- When working with hand tools outside of a handrail.

5.48 Scaffold

All scaffolds are to be built as a minimum in accordance with TG20:13 compliance sheets or bespoke scaffold design.

All scaffold operatives must be suitably trained in and follow the safe working at height regulations 2005 and work in accordance with the SG4:15 SWAH guidelines.

Sembcorp mandate a 100% clip-on policy to a suitable anchor point when erecting and dismantling scaffolds.

Scaffolders must only unclip when a platform is fully boarded with double handrails fitted (completed lift) or when climbing fully fitted ladders.

Single handrails must be fitted to the next lift before gaining access.

Never stand on tubes, beams, or pipework

There may from time to time be restrictions as to the use of aluminium alloy scaffolding and ladders. The Supplier should ascertain from Sembcorp's Representative whether any such restrictions are applicable to the Services and/ or Works.

Statutory records of scaffolding inspections shall be held on the Site and made available to Sembcorp's Representative upon request for his or her review.

Adequate barriers must also be erected to ensure the exclusion zone is of sufficient size so as not to allow people to enter an area where there is a risk of dropped or falling objects.

Gates must be locked and/or ladders removed on incomplete or un-tagged scaffolds to physically prevent access to the scaffold.

5.49 Auditing

The Supplier shall cooperate with the Sembcorp during safety inspections involving Sembcorp and may be required to participate in a safety audit program while on the Site.

5.50 Control of Substances Hazardous to Health

No dangerous or hazardous chemical or material shall be brought onto the Site without the agreement of Sembcorp's Representative (except to the extent this is necessary requirement of the Services and/ or Works, the Supplier has taken suitable precautions for the safe transport, storage, and use of such chemical or material and further the Supplier complies with any additional requirements set out in the Contract).

The Supplier shall ensure that all safety precautions are identified and complied with in accordance with all applicable laws, regulations, codes of conduct and Sembcorp's requirements, when handling and storing chemicals and materials on the Site.

5.51 Construction (Design and Management) Regulations

The Supplier/contractor shall advise if the Services and/or Works is notifiable under Construction (Design and Management) Regulations 2015 as amended unless the Contract has already deemed this to be the case.

The construction phase health and safety plan shall specify any additional requirements (for managing those Services and/ or Works safely, in addition to the safety requirements contained in the Contract including these Site Rules) and the Supplier shall then adhere to those additional requirements.

It is the responsibility of the Principal Contractor under the CDM Regulations to ensure the information contained in the construction phase health and safety plan is passed to everyone expected to work under its control.

5.52 Radiation

No radioactive substance or X-ray equipment shall be brought on to the Site until written permission and instructions regarding the use of such materials has been obtained Sembcorp's Representative.

The Supplier shall have specific procedures for handling ionising radiations, which shall include the names of its radiation protection supervisors and radiation protection advisor.

5.53 Asbestos

All work involving the interaction or potential interaction with asbestos must be done in accordance with The Control of Asbestos at Work Regs 2012.

All materials that have a potential to be ACM's (Asbestos Containing Material) shall be treated as asbestos until proved otherwise by sample analysis. This includes Insulation material, Coatings, AC, and includes debris and dust material, the exception shall be pipe gaskets which shall be presumed to be CAF Gaskets.

All presumed or confirmed ACM's shall be maintained in a good state of repair or removed by a Licensed Contractor.

Anyone who is likely to disturb or encounter ACM must be informed about its condition and location (this includes 3rd parties).

If work is due to take place where ACM might be found, and a suitable asbestos survey has not been completed, the work must be postponed until a suitable survey has been undertaken and results received. Risks must thereafter be assessed, managed, and controlled.

The removal, repair and disposal of ACM's shall only be carried out by a Licensed Asbestos Contractor.

All licensed work must be notified 14 days in advance to the HSE by the Licensed Contractor or
Contractors appointed to undertake asbestos surveys must be accredited and certified to carry out surveying and sampling of ACM's.

Sembcorp shall maintain an up-to-date register containing the location and type of ACM within its assets. This shall be located on the Asbestos SharePoint site.

The Asbestos Manager shall ensure the register is up to date by reviewing the register for accuracy and updating the information where asbestos material has been removed or identified.

The Asbestos Manager shall ensure that an on-going process of management exists including;

- Condition monitoring (survey / inspection);
- Defect identification and resolution; and
- Records of all remediation works kept.

And may include;

- Air sampling (background and personal); and/ or
- Dust and debris sampling

5.54 Lifting Operations and Equipment

No lifting shall be carried out using existing structures not designated by Sembcorp as suitable for the purpose, nor by using any pipework or plant not designated for that purpose.

The Supplier shall ensure that all lifting equipment for which the Supplier is responsible complies with all relevant British Standards Specifications and are correctly used and maintained.

Suppliers must maintain a register of all lifting and rigging equipment. The register shall include such details as safe working load (SWL), identification number and precise location of any equipment recorded. The Supplier must ensure all equipment is tested, inspected, and certified in accordance with all statutory requirements. This includes annual inspection and tagging of all lifting and rigging equipment.

The Supplier must develop and implement relevant work instructions to manage safe lifting, loading, unloading, and handling operations. Supplier must ensure full compliance with the following requirements:

- The Supplier’s lifting plan and rigging related procedures;
- Risk and hazards associated with lifting activities must be identified and controlled via risk assessments prior to commencement of any lifts. This includes effective communication of requirements to personnel involved in the Services and/ or Works or lift;
- All lifting and/or rigging equipment must be inspected for wear and tear and have a current inspection tag from an authorized inspector prior to each use;
- A competent rigger must be present where rigging equipment is used to secure and lift the load and tag lines must be used where there is a possibility of a load swinging;
- A load must not be left suspended when a crane or lifting apparatus is shut down or unattended other than during an emergency;
- All unnecessary personnel must be prevented from entering the lifting area; and
- No personnel shall place themselves under a suspended load.

5.55 Cranes

The Supplier's attention is particularly drawn to BS 7121 "Code of practice for safe use of cranes". To the extent that the Supplier shall use any cranes in connection with the Services and/ or Works, the Supplier shall in addition to any other legislate requirements and the requirements of these Site Rules, comply with the requirements of that specified code (or any subsequent replacement of it).

5.56 Life Saving Rules

At Sembcorp UK, we have a set of 14 Life Saving Rules to help us stay safe as we work at our sites and as we travel between them.



These rules are help us all stay safe. We expect all Sembcorp UK employees and contractors working for and on behalf of Sembcorp to follow them.

1. **Permit to Work -** Work with a valid permit where required
2. **Confined Space** - Obtain authorisation before entering a confined space
3. **Gas Test** - Conduct a gas test where required
4. **Fall Prevention** - Protect yourself against a fall when working at height
5. **Isolation** - Verify isolations before commencing work
6. **Authorisation to Override** - Obtain authorisation before overriding or disabling safety critical equipment
7. **Excavations** - Obtain authorisation before commencing excavation activities
8. **Working near to Water -** Wear a personal floatation device when working near to water
9. **Lifting Activities** - Follow prescribed lifting plans
10. **Suspended Loads** - Never walk under a suspended load
11. **Alcohol or Drugs** - The use of alcohol or drugs is prohibited on all Sembcorp UK sites
12. **Smoking** - Do not smoke outside designated areas
13. **Maintain Safe Separation** - Separate personnel from moving vehicles and energized equipment
14. **Driving** - Do not use a mobile phone while driving and adhere to site and national speed limits and road rules

Cardinal Non-Compliances (Zero Tolerance)

The following breaches are classified as Cardinal Non-Compliances and are subject to immediate enforcement action:

• Failure to implement Lock Out Tag Out (LOTO)
• Working at height without suitable fall prevention or protection
• Working under or near a suspended load
• Unsafe entry into confined spaces (e.g. no gas test, no standby person)
• Failure to implement critical controls identified within Permit to Work
• Failure to wear mandatory PPE for high-risk activities
• Bypassing or overriding safety-critical systems without authorisation

Any occurrence of a Cardinal Non-Compliance will result in immediate intervention, which may include Stop Work, removal from Site, and escalation to senior management.

Work Activities	Cardinal Non-Compliances
Confined Space Entry Works	• Failure to perform gas check • Failure to provide ventilation • Confined space attendant is not present at entry point • Failure to perform LOTO • Failure to provide serviceable emergency rescue kit
Hot Works	• Working near combustible and/or flammable materials • Failure to wear required PPE • Failure to perform LOTO (no gas, no pressure)
Excavation Works	•Failure to provide shoring for trench depth >= 1.5m • Failure to provide fall prevention controls for trench that are >= 2m
Working in Hazardous Environment	• Failure to provide personal gas detectors / badges • Failure to use intrinsically safe tools (e.g. non-sparking tools etc)
Radiography Operations	• Failure to provide exclusion zone and appropriate warning signs • Failure to prevent unauthorized entry during radiography operation • Failure to use calibrated and serviceable radiography tools or equipment
Diving Operations	• Performing diving works without qualified team • Failure to implement / provide records of pre-dive check • Failure to establish continuous communication between diver and supervisor • Failure to provide serviceable emergency rescue kit

6. ENERGY POLICY

6.16 Policy Statement

Sembcorp operates to environmental and energy use standards and has an energy management procedure (currently to ISO 50001: 2011). As such, Sembcorp is committed to looking at ways of reducing energy consumption and wishes to procure energy efficient goods and services.

6.17 Responsibilities

Sembcorp consequently encourages the Supplier to implement a suitable energy management procedure or equivalent system, welcomes the Supplier providing suggestions arising from its provision of the Services and/ or Works which could assist Sembcorp reduce its energy use in an economically efficient manner and where required in connection with the Services and/ or Works (or when providing goods or plant), requires the Supplier to use goods and/or plant which is energy efficient.

Upon request, the Supplier shall provide Sembcorp's Representative with such quality, environmental and/or energy efficiency information as is available to it (or is reasonably known) on any goods and/or plant used and if relevant to the Contract.