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|  | <b>APPLICATION OF APPENDIX 2<br/>TO ZZ-01 – OHS APPENDIX</b> | <b>PREPARED ON: 2 February 2022</b> |
|  |  | <b>UPDATED: 19 November 2022</b>    |

## I. OHS Appendix – Application: (contracts / orders – regardless of the value):

### 1. Stationary facilities (CHP plant, boiler room, heating plant, maintained facility):

- Everything related to the **performance of physical works (technical aspect)** at facilities (e.g. overhauls, projects, retrofits, replacements, servicing, installation, cleaning, construction, etc.) most often at the property of Veolia (but this is not a necessary condition – e.g.: installation of an air conditioner at our facility, e.g. the one that is leased / in which we operate on the basis of a contract, etc.).

The above-mentioned works can be carried out both at production assets – boilers, turbines, superheaters, switchgears, etc., and non-production ones – air conditioners, fire detectors, smoke dampers, etc.).

### 2. Working at the DHN:

- Everything **related to the performance of physical works (technical aspect)** during the performance of the subject of the contract (not necessarily at our assets) – overhauls, failures, etc.

### 3. Other

- Services such as: "Preparation of technical documentation", "Special-purpose training, e.g. concerning work at height", etc. – if it involves **the production, distribution and operation of facilities and systems**.
- Cleaning and security services (industrial areas, industrial warehouses).
- Lessees of industrial warehousing space, industrial real estate for construction works.**

#### No application:

- Lessees of office space.
- Services carried out in the office area (excluding particularly hazardous works), i.e. e.g. cleaning, security, handling of special events (excluding erection of tents), servicing of kitchen and office equipment and other minor works related to the maintenance and upkeep of the facility, not requiring additional legally required professional licences.
- Purchase, rental, leasing of machines / equipment (without physical interference in the facility).
- Training, consultants, expert services (e.g. analytical, translation), legal – if the scope of their activities concerns only office (administrative) areas and/or does not involve physical work at facilities.
- Transport services: courier, postal, archiving and delivery services, e.g. office supplies.

## II. Work Method Statement – Application:

- High altitude works (rope access);
- Works at height requiring going outside the outline of the structure (including stack), scaffolding;

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3. Works related to erection, dismantling and upgrade of scaffoldings – over **4 m**;
4. Works related to dismantling, erection and upgrade of engineered system platform, i.e. Wema grating and works related to dismantling of collective protections;
5. Preparatory and cleaning works in confined spaces where hazardous substances / explosive hazards are present;
6. Works in confined spaces from which evacuation is difficult (e.g.: tanks, ducts);
7. Works related to systems containing hazardous substances (e.g. risks of contacts, leaks);
8. Works in excavations;
9. Vertical and horizontal transport of large-size items:
  - whose mass exceeds 1 tonne,
  - with displaced / unevenly distributed centre of gravity,
  - in the absence of visual contact with the load to be transported.

**Note:**

- **The indication to draw up the Work Method Statement can also be the individual decision of the person issuing the work order, the person commissioning the work, the Area Director or the OHS Services.**
- **It is not necessary to draw up the Work Method Statement if information on how to carry out the work safely has been described in detail in another document e.g. a manual, procedure.**

### **III. HASP and Safe Works Instructions – Application:**

- A. When construction works are expected to last more than 30 business days and at least 20 personnel are to be employed at the same time.
- B. When the workload of the planned works will exceed 500 man-days.
- C. When at least one of the following types of construction works will be carried out at the construction site:
  1. Works whose specificity, organisation or site pose a particularly high risk of danger to the safety and health of people and, in particular, to falling from a height or being buried by soil:
    - making excavations with vertical walls without strutting more than 1.5 m deep and excavations with a safe slope of the walls with a depth of more than 3.0 m,
    - works involving a risk of falling from a height of more than 5.0 m,
    - demolition of civil structures over 8 m in height,
    - works carried out on the premises of active industrial plants,
    - erection, dismantling and maintenance of scaffolding for high and high rise buildings,
    - works carried out using cranes or helicopters,
    - carrying out work on bridges by means of sliding structures onto supports,

- construction of foundations for civil structures on piles, works carried out under or in the vicinity of power line cables, at a distance measured horizontally from the extreme cables, of less than:
  - 3.0 m – for lines with rated voltage not exceeding than 1 kV,
  - 5.0 m – for lines with rated voltage exceeding 1 kV but not exceeding 15 kV,
  - 10.0 m – for lines with rated voltage exceeding 15 kV but not exceeding 30 kV,
  - 15.0 m – for lines with rated voltage exceeding 30 kV but not exceeding 110 kV,
- works carried out at damming structures with a damming height of more than 1 m,
- works carried out in the vicinity of railway lines;
- 2. Works, when they are being carried out, involving the effects of chemical substances or biological agents, threatening the safety of people:
  - works carried out at a temperature below -10°C,
  - works involving the removal and repair of construction products containing asbestos;
- 3. Works posing a risk of ionising radiation:
  - repair and demolition works for the nuclear energy industry,
  - renovation and demolition works of facilities in which production processes with the use of isotopes were carried out;
- 4. Works near high-voltage lines or active communication lines:
  - works carried out at a horizontal distance from the extreme conductors, less than 15.0 m – for lines with rated voltage of 110 kV,
  - works carried out at a horizontal distance from the extreme conductors, less than 30.0 m – for lines with rated voltage exceeding 110 kV,
  - construction and restoration: of
    - railway lines (track and track substructure works),
    - overhead contact network and its supply line and power equipment,
    - railway traffic control lines and equipment,
    - telecommunication, radio-telecommunication and computer networks related to railway traffic management,
  - all construction works carried out in the railway area in railway traffic conditions;
- 5. Works carried out in manholes, basements and tunnels:
  - work carried out in tanks, ducts, inside technical equipment and in other dangerous confined spaces,
  - works related to the construction of passage of pipelines under obstacles using the following methods: tunnel, jacking or similar;
- 6. Works carried out by vehicles powered from overhead lines;
- 7. Works carried out in caissons with an atmosphere provided using compressed air;
- 8. Works requiring the use of explosives:
  - earthworks related to the movement or compaction of soil,
  - demolition works including provision of opening in the existing structural members of the facilities;

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9. Works carried out during the erection and dismantling of heavy prefabricated units – works where the mass exceeds 1.0 tonne.

#### **Legal basis**

**[1] Journal of Laws 2010.243.1623 (U) – Construction Law, Art. 21a**

**[2] Journal of Laws 2003.120.1126 (R) – Health and Safety Information and Health and Safety Plan**

If you have any questions or concerns, please contact your local OHS office.

In the event of any deviations, the decision is made by a team composed of the OHS office and the Central Purchasing Department.