

## WORK SAFETY GUIDELINES

Dear Partner,

Stadler Szolnok Kft. considers work safety an utmost priority, and we place an emphasis on preventing accidents and reducing occupational risks. Therefore, our sub-contractors and contractual partners are required to fully observe the work safety regulations.

Please note that the following work safety regulations enter into force on **26 July 2019** and employees and representatives of sub-contractors providing service at the premises of Stadler Szolnok Kft. must observe them:

- *At the time of the first visit each person providing a service at the facility must watch the **security instructions video**, which is **valid for a year** counted from the date of watching, and therefore everybody needs to re-take the training once a year.*
- *The **temporary badge** issued by the security must be worn visibly by employees and representatives of service providers.*
- *Employees and representatives of partners shall wear **appropriate clothing**.*
- *It is compulsory to **wear a high visibility vest featuring the company logo** of our contractual partner on our premises.  
In order to facilitate a seamless transition period (till 26 July), vests to be used during work can be obtained from the reception.*
- ***Work safety shoes** (minimum S1P type) must be worn.*
- *At the factory additional **protective equipment** is required (e.g.: hearing protection, respirator, protective helmet, baseball cap with protective insert, protective gloves); these requirements are shown on doors and gates. Protective equipment must be provided by the subcontractor.*
- *The use of **headsets** is **forbidden** at the premises.*
- *Smoking or vaping is only permitted at the **designated smoking areas**, and this includes e-cigarettes.*
- *Please use the designated **walkways** at the premises (marked with white and yellow painting) and the designated **crossings**.*
- ***It is forbidden to park or store goods on the pedestrian walkways.***
- *Only people wearing **trousers** can work and stay at the production areas or carry out logistics and loading tasks.*
- *Forklift trucks and body moving vehicles have the right of way at our facilities.*
- *In any other case, the general rules of traffic apply. The speed limit is **10 km/h**.*
- *During loading and unloading, the **vehicle's engine must be killed** and **brakes must be applied** on delivery equipment.*
- *Workers who work **higher than 2 meters** have to be protected by fall protection equipment that shall be provided by the service provider for its own employees.*
- *If you use the machinery and equipment of Stadler Szolnok Kft., please submit a copy of the **relevant licenses and certificates**.*
- ***Food and drink** may only be consumed at the designated canteens and cafes.*
- ***Unauthorised photographing** and video recording at the premises is **forbidden**.*
- *When working with chemicals and substances, employees must keep the **safety data sheets** at hand and observe them.*
- *Depending on the type of work, it may be necessary to hand over the work area, and the coordinator shall record this in the **Work area handover-takeover report**.*
- *Any tasks subject to special permits shall only be carried out in possession of a written permit. Such permits are issued by the coordinator.*

Following 26 July 2019, a noncompliance with these rules may cause a suspension of the job.  
Please observe the above instructions and equip and train your employees accordingly.

Kind regards,



KISS, Magdolna

Stadler Szolnok Kft.  
Head of EHS

Szolnok, 28 June 2019