



# 10 GOLDEN SAFETY RULES

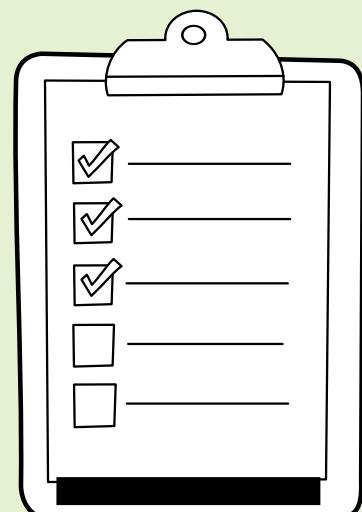
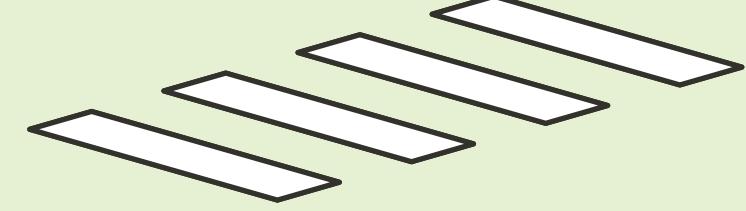


#1

**SAFETY  
STARTS  
WITH ME**

#6

**PEDESTRIAN  
SAFETY IS  
MUST - NO  
SHORTCUTS**

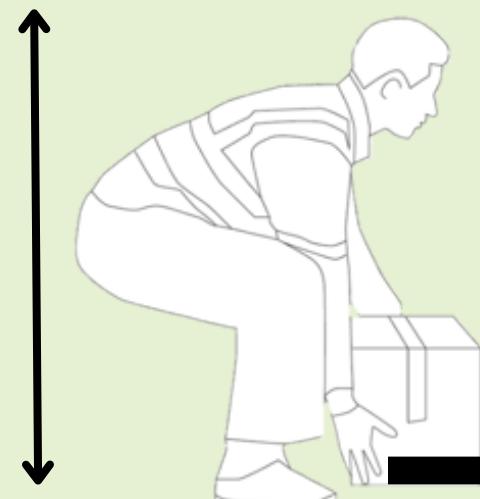


#2

**BE AWARE  
BE PROACTIVE  
BE SAFE**

#7

**HANDLE  
CHEMICALS  
SAFELY**

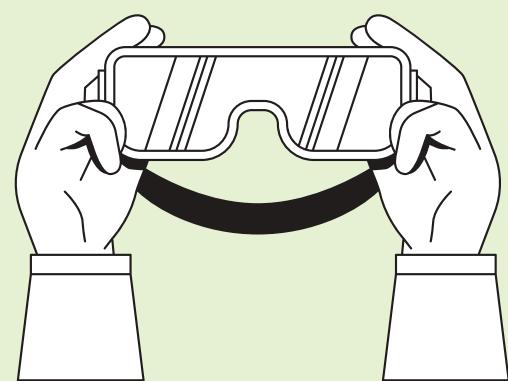
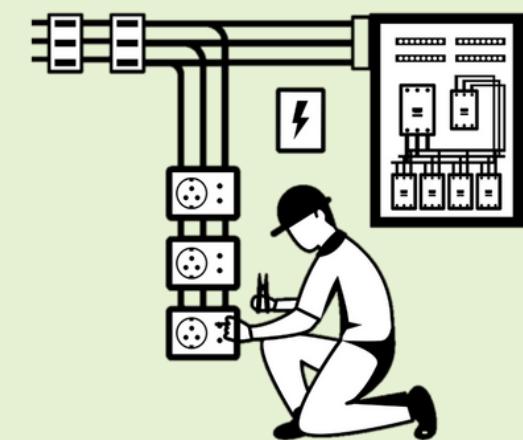


#3

**TAKE CARE  
OF  
ERGONOMICS**

#8

**ENSURE  
MACHINE  
SAFETY**



#4

**WEAR  
APPROPRIATE PPE  
- NO EXCUSE**

#9

**WORK  
SAFELY AT  
HEIGHTS**

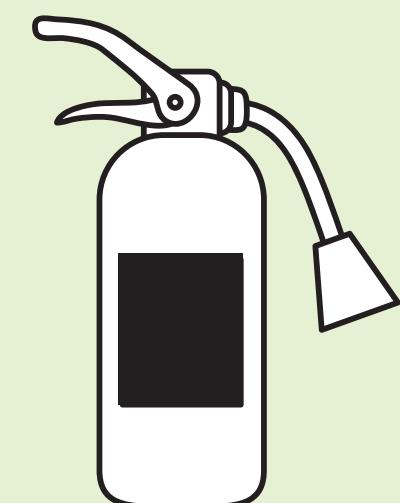


#5

**EVERY DAY  
IS 5S DAY**

#10

**ADHERE TO FIRE  
PROTECTION  
RULES**



## THINK AND ACT SAFE

BREAKING ANY OF THESE RULES WILL RESULT IN DISCIPLINARY ACTION AND POTENTIALLY INSTANT DISMISSAL, OR IN CASE OF THIRD-PARTY CONTRACTORS – BANNING FROM WORKING AT THE CURRENT LOCATION OR COMPANY-WIDE.



# 10 GOLDEN SAFETY RULES

## #1 | SAFETY STARTS WITH ME

- Everyone is responsible for their own safety and the safety of others.
- Do not take shortcuts, always follow the rules.
- Always assess the risks before starting your work.
- Contractors and visitors must also follow all Electropoli rules and procedures and wear appropriate PPE.

## #2 | BE AWARE, BE PROACTIVE, BE SAFE

- If you notice a problem, don't ignore it. Take action.
- If you are unable to remove the risk yourself, report it to your supervisor.
- All near-misses have to be reported to prevent future accidents.
- Be proactive about safety.

## #3 | TAKE CARE OF ERGONOMICS

- Utilize appropriate equipment for transportation and lifting.
- Elements must be lifted in accordance with ergonomic principles (straight back, bent knees, loads close to body)
- Ensure work surfaces are at a comfortable height to avoid bending or overreaching.
- Rotate tasks among team members to reduce strain from repeated movements.
- For workers standing long hours, use anti-fatigue mats to reduce stress on legs and back.

## #4 | WEAR APPROPRIATE PPE - NO EXCUSE

- Always use PPE appropriate to the specific job or hazard (e.g., gloves, helmet, goggles, hearing protection, steel-toe boots, respirators, reflective vests)
- Safety shoes are always mandatory in operation areas
- Do not use damaged or expired PPE
- Fit PPE properly - loose or poorly fitted gear can be ineffective or hazardous.
- Store PPE in a clean, dry, and designated area to prevent damage or contamination.

## #5 | EVERY DAY IS 5S DAY

- Keep your work area clean and tidy at all times.
- Remove all unneeded tools, materials, and equipment from work areas
- Store things in appropriate areas and keep the aisles clear. It reduce the risk of trips and slips and fire hazards.
- Pedestrian paths, transport paths, fire protection measures, electrical cabinets can't be blocked; 1m of free access have to be provided and marked

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## #6 | PEDESTRIAN SAFETY IS MUST - NO SHORTCUTS

- Pedestrians must use marked walkways and crosswalks.
- Walkways must be separated from forklifts.
- All forklift drivers must have written authorization to drive.
- It is mandatory to follow the rules of safe driving.
- Drivers should check behind and sound alarms before reversing and have to drive backwards if there is no visibility in front
- It is forbidden to use phones, headphones, or other distractions when walking or driving.
- Walk, never run! Never walk/drive and talk or text!

## #7 | HANDLE CHEMICALS SAFELY

- Wear proper Personal Protective Equipment
- Use Proper ventilation
- Ensure chemicals are properly labeled and sealed.
- Protect liquids against uncontrolled spills using spillage tanks
- Know Emergency Procedures and locations of eyewashers, safety showers and sorption sets.
- Ensure all Safety Data Sheets (SDS) are in place and that they have been read before use of chemicals

## #8 | ENSURE MACHINE SAFETY

- Machine guards and interlocks must always be in place and functional. Never remove or disable safety devices.
- Check machines and electrical equipment for damaged parts, guards, or leaks before each use.
- Avoid loose clothing, jewelry, or long hair near moving parts.
- Always lock and tag out machines before maintenance, cleaning, or repair.
- Any interventions while a machine is moving or able to move are strictly forbidden.
- Work involving electricity can only be performed by qualified and authorized professionals.

## #9 | WORK SAFELY AT HEIGHTS

- Provide sufficient fall prevention (or as a last resort, fall arrest) equipment and training for working at heights.
- Check ladders, scaffolds, platforms, and PPE for damage or defects before use.
- Never leave loose items near edges.
- Maintain three points of contact when climbing ladders.
- Never work alone at heights
- Use guardrails, warning tape, or signs to mark areas beneath and around work zone

## #10 | ADHERE TO FIRE PROTECTION RULES

- Ensure emergency exits, fire doors, and fire-fighting equipment are never blocked.
- Keep flammable liquids in approved containers and cabinets and away from heat sources and ignition points.
- All hot works must be subject to a permit to work.
- Smoking is prohibited, except in designated smoking areas.
- Know your assembly point, assigned roles, and emergency procedures