

### HS Δ 07 02 01 CONTRACTORS SAFETY REGULATION



<b>CONTRACT</b>	

#### **INTRODUCTION**

This safety regulation is included in all tender notices and all project awards which are made at Hellas Gold S.A.'s Mining Facilities (hereinafter the Company) in NE Halkidiki and forms an integral part of the relevant contracts/agreements signed by the Company and any contractor as counterparty. The primary objective of this Regulation is to ensure that the contractor carries out its work safely and to prevent accidents involving its staff, the Company's staff or third parties, and to avoid damage or harm to the contractor's or Company's facilities and/or their equipment or third party assets. This Regulation does not release the contractors from their lawful obligations set out in Greek law relating to H&S issues (including the codified H&S At Work legislation contained in Law 3850/2010, Government Gazette 84/2.6.2010, and the Mining and Quarrying Operations Regulations (MQOR) / Decision No. Δ7/A/οικ.12050/2223 of the Deputy Minister of Environment, Energy & Climate Change, Government Gazette 1227/B/14.6.2011) and employer obligations and responsibilities. It is clear that this Regulation cannot cover all possible situations and there may be circumstances / situations that may require additional safety measures. The contractor is obliged to agree to implement those measures. It should be noted that contractors are obliged to train their staff on H&S issues at regular intervals, and in all events must do so before the project commences. This Contractor Safety Regulation must form part of the core training materials for staff.

#### **GENERAL SAFETY RULES**

- 1. No work shall be carried out unless a contract / agreement has been signed first, or the Company has issued a purchase order which is mutually acceptable to the contracting parties. The contract / agreement shall automatically grant the contractor authorisation to carry out the work agreed therein. There shall be an 'authorised' Company representative for each work task who shall serve as the liaison between the contractor and Hellas Gold S.A. Likewise, the contractor is obliged to provide a 'supervisor engineer' for each project being carried out. The names of these persons on both sides shall be clearly indicated in the relevant contract/agreement or purchase order.
- 2. In line with the requirements of Presidential Decree 17/1996 (Government Gazette 11/A/18.1.1996), as supplemented by Presidential Decree 159/1999



### HS Δ 07 02 01 CONTRACTORS SAFETY REGULATION



(Government Gazette 157/A/3.8.1999), each contractor is obliged to train its full-time and seasonal staff and all new recruits about the content of the "Contractors Safety Regulation", which must form part of the core safety training materials for the contractor's staff. That training must be provided at least twice a year for each employee by the contractor's supervisor engineer / safety engineer or project engineers in collaboration with Hellas Gold S.A.'s HST Department (the HST Department).

- 3. Employees' Fit to Duty Forms shall be sent to the Company's HST Department for all staff used by the contractor at the Hellas Gold S.A. worksite in accordance with the provisions of Laws 1568/1985 and 3850/2010.
- 4. Before any work commences, the Training Department shall provide Safety Induction training to all employees of the contractor.
- 5. Before any work commences, the occupational risk involved shall be assessed by the contractor's 'supervisor engineer' in order to take any additional measures which may be required, in the presence of the employer's supervisor engineer and the Company's HST Department.
- 6. The contractor shall be responsible for supplying its employees with the necessary personal protective equipment (PPE): helmet, safety boots, overalls, safety goggles, gloves, hi-visibility vest and rubber boots and the PPE in general specified in Article 8 of the MQOR. It shall also provide any additional safety equipment which may be needed for hazardous work activities, such as working at heights.
- 7. The contractor's employees must necessarily display the logo of the contracting firm for which they work at an obvious point on their outer clothing.
- 8. The contractor shall be obliged to install signs and hazard lights at the worksite in line with the contract requirements.
- 9. It is prohibited to bring alcohol or psychotropic substances in general or prohibited substances on site and to use them before entering or inside the Company's mining facilities and during work and when performing duties, and it is also prohibited for persons under the influence of those substances to enter the worksites and work there. It is also prohibited to smoke during driving and in any enclosed or not designated areas for this purpose.
- 10. In line with the relevant provisions of the MQOR (Article 4(f) and Articles 11 and 12) and Law 3850/2010, the contractor must ensure that the staff it uses at the



### HS Δ 07 02 01 CONTRACTORS SAFETY REGULATION



Hellas Gold S.A. worksite undergo periodic (scheduled or unscheduled) checkups and must ensure that its employees are in suitable mental and physical health and have the appropriate intellectual capacity and intelligence that matches the post to which they have been assigned, according HS  $\Delta$  17 05 and HS  $\Delta$  17 06 Hellas Gold Standards. In addition, the contractor must cooperate with the Company and any other contractors in implementing the provisions relating to safety, health and hygiene for all employees working at the Company's worksite. In coordinating the checks carried out to ensure the H&S of all employees engaged in its projects, the Company may provide the contractor with the infrastructure and equipment and the specialised staff it has at its disposal, following a joint agreement between the parties on that matter. This option shall not under any circumstances release the contractor from its own obligations relating to its staff, contained in the H&S legislation, the provisions of the MQOR, and Law 2472/1997 on the protection of personal data.

- 11. The contractor shall comply with the Regulations applicable to the installation of scaffolding and ladders and have the certificates for them in its possession at all times.
- 12. Excavation work carried out by the contractor must be fenced off by the contractor to avoid the risk of falling or slipping. Excavated holes must be marked after sunset using certified red lights and reflective signs.
- 13. When excavating, particular attention must be paid to the Company's instructions and to the license from the competent authority which may be necessary to engage in excavation work, in order to avoid damaging any underground pipes or electrical cables.
- 14. The contractor's machinery or equipment which remains on-site on access roads must be marked after sunset with certified red lights and reflective signs in order to avoid accidents happening.
- 15. The contractor's employees are not permitted to drive or use vehicles belonging to Hellas Gold S.A., unless prior authorisation has been given for that.
- 16. The contractor's vehicles shall follow predetermined routes which shall be demarcated by the Company's representative and shall not be driven off the site's main roads without special permission. Furthermore, compliance with speed limits, defending and ecological driving must be strictly implemented.
- 17. It is prohibited to carry individuals on the open back of trucks.

# Hellas GOLD

### HS Δ 07 02 01 CONTRACTORS SAFETY REGULATION



- 18. The contractor shall be responsible for supplying its employees with the equipment required by the Project Technical Specifications.
- 19. The reckless use of mobile phones and other similar devices (such as beepers) is prohibited.
- 20. The contractor's employees are prohibited from using Hellas Gold S.A.'s electrical equipment and power supply without appropriate permission.
- 21. The contractor shall be responsible for the project construction equipment, the PPE used by its staff, and the project construction methodology. Neither the Project Owner nor its authorised representative shall bear any civil or criminal liability for any construction error, erroneous act, oversight or occupational accident which occurs while the project is being carried out, which is due to the contractor's fault. The contractor shall bear civil, criminal and administrative liability for itself, its staff and its agents and shall be answerable to the authorities and third parties to pay all compensation, fines or other penalties which may be imposed or awarded.
- 22. The contractor must be made aware that its safety performance will be evaluated by the supervisor engineers and by Hellas Gold S.A.'s H&S Department. That evaluation is a criterion for future collaboration.
- 23. At the end of each work task, the contractor must return the worksite to its original condition. Generally speaking, cleanliness and tidiness are essential factors in preventing accidents or fires.
- 24. If there is a fire or other emergency, the assigned employees of Hellas Gold S.A. must be notified. In all events, the contractor shall be obliged to have an emergency plan ready, which must be in line with the Company's general emergency plan, and also must appoint a crisis management officer who will collaborate with the Company's designated officers and the authorities.
- 25. Accidents involving the contractor's staff shall be reported to the project supervisor so that the in-house accident report can be prepared and issued. The contractor shall have the primary obligation to report the accident in line with the applicable legislation, to the relevant authorities (Labour Inspectorate, Police Department, IKA Fund).
- 26. The contractor shall be compliant with all requirements stipulated by HS  $\Delta$  07 02 Hellas Gold procedure.



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- 27. While working on Company's sites facilities the contractor shall be compliant with all Hellas Gold H&S management system policies and procedures and follow the instructions of the Company's Supervisor Engineer and HST Department personnel.
- 28. This document forms an integral part of the contract/agreement with the contractor.