

EHS MANUAL FOR SUPPLIERS

Document ID # 03.4-201	TITLE: EHS MANUAL FOR SUPPLIERS	Date Issuing: 1 Aug 2023
Revision 1.0	Prepared by: Ondrej Kanovsky	Document Owner N&H EHS Leader

Purpose:	This manual provides guidelines and requirements for Installation Suppliers working at SPX FLOW N&H Systems and Service sites
Scope:	<p>This manual is given to SPX FLOW Project Suppliers as a description of Safety Requirements for SPX FLOW Projects. SPX FLOW Supply Chain is responsible for presenting these Rules to Suppliers and bounding them contractually.</p> <p>SPX FLOW Project site team can refer to these rules during Project / Service intervention execution to enforce the EHS Rules. This EHS Manual is part of Project Safety Plan.</p>
List of References:	<p>10 Life Saving Rules - LINK</p> <p>SPX FLOW Project Safety Plan Template - LINK</p>
Definitions:	<p>EHS – Environment, Health and Safety</p> <p>PPE - Personal Protective Equipment</p> <p>RAMS - Risk Assessment Methods Statements</p> <p>JSA – Job Safety Analysis</p> <p>RCA – Root Cause Analysis</p> <p>MSDS / SDS – (Material) Safety Data Sheet</p> <p>GFCI - Ground Fault Circuit Interrupter</p> <p>EN – European Norm</p> <p>MEWP – Mobile Elevating Working Platform</p>



EHS MANUAL FOR SUPPLIERS

- 1 Introduction..... 4**
- 1.1 SPX FLOW EHS Policy4
- 1.2 Supplier Safety Program Philosophy.....5
- 2 Documentation Requirements 6**
- 2.1 Project Safety Plan6
- 2.2 Other Required Documentation7
- 3 Specifications 7**
- 3.1 Safety Program Administration7
- 3.2 Employee Orientation / Induction Process.....8
- 3.3 Substance Abuse Programs8
- 3.4 Incident and Injury Investigations.....9
- Reporting9
- 3.5 Safety Training9
- 3.6 Competent Personnel9
- 3.7 Housekeeping9
- 3.8 Security10
- Entrance Gate10
- Walks and Roadways10
- Identification11
- Cameras11
- Liquor, Drugs, Firearms, and Explosives11
- 3.9 Safety Meetings11
- 3.10 Job Safety Analysis (JSA) or Risk assessments and method statements (RAMS).....11
- 3.11 Sub-supplier Administration12
- 3.12 Personal Protective Equipment Requirements.....12
- Clothing12
- Head and Scalp12
- Eyes.....12
- Ears12
- Fingers, Hands, and Wrists13
- Toes, Feet, and Legs13
- Respiratory (Breathing)13
- Skin13
- Back13
- 3.13 Required Postings13
- 3.14 Hazard Communication Program.....13
- 3.15 Hazardous Work14
- Working Alone14
- 3.16 Site Layout15

EHS MANUAL FOR SUPPLIERS

3.17 Assessments/Audits and Safety Monitoring.....	15
Roles and Responsibilities	15
3.18 Electrical Safety.....	15
Tools and Temporary or Portable Equipment	16
3.19 Fire Protection and Prevention.....	16
Cutting and Welding.....	17
Welding/Hot Work in Areas Other than Designated Welding Areas.....	17
3.20 Fall Protection.....	18
Inspection of Fall Prevention Equipment	18
Circumstances Requiring Safety Harness/Lanyard Use	18
Proper Use of Lanyards and Harnesses	19
3.21 Rigging Equipment.....	19
Equipment Inspections.....	19
3.22 Ladders	19
Ladder Specifications.....	19
3.23 Scaffolding	20
3.24 Floor, Wall and Roof Openings	21
3.25 Radiography.....	21
3.26 Elevated Work	22
3.27 Cranes, Mobile Work Platforms and Utility Baskets.....	22
Lifting Procedures for All Process and Non-Process Equipment	22
Inspections – Cranes and Lifting Equipment	22
3.28 Confined Spaces.....	23
3.29 Lock, Tag, and Try Procedures	24
3.30 Site Safety Rule Enforcement	24
Safety violations of individuals - Violation of EHS rules is any act that is in conflict with legal requirements, customer requirements and SPXF LOW Live Saving Rules.....	24
3.31 Procedure to Stop the Unsafe Work.....	25
3.32 Medical Surveillance.....	25
3.33 Environmental Protection.....	25
3.34 Solid Waste	25

1 Introduction

This manual provides guidelines and requirements for Installation Suppliers working at SPX FLOW N&H Systems and Service sites. It includes information for Supplier management and for Supplier workers to help ensure the safe completion of a project or a task.

This manual is given to SPX FLOW Project Suppliers as a description of Safety Requirements for SPX FLOW Projects. SPX FLOW Supply Chain is responsible for presenting these Rules to Suppliers and bounding them contractually.

SPX FLOW Project site team can refer to these rules during Project / Service intervention execution in order to enforce the EHS Rules. This EHS Manual is part of Project Safety Plan.

1.1 SPX FLOW EHS Policy

Environmental, Health & Safety Policy and Guiding Practices

SPX FLOW is committed to operating throughout the world in a manner that reflects the highest standards of ethics and integrity and meets or exceeds applicable environmental, health and safety laws and regulations. We value continuous improvement in our ongoing efforts to implement and communicate effective managed systems that help us protect our environmental, health and safety interests. Always acting with integrity is the right thing to do and empowers us to become a better, stronger, higher-performing business.

We're reducing our footprint by the way we operate our manufacturing facilities, oversee our supply chain and work with customers. How we achieve our goals is just as important as whether we achieve them. Integrity means we always choose the right way even when it may not be the easy way. This reflects who we are as individuals and our culture of respect, honesty and teamwork.

WE ARE COMMITTED TO:

Team Members

- Continually seeking opportunities to improve the safety of our work practices and environments.
- Communicating and providing the appropriate training and resources to address environmental issues and protection, compliance and safety.
- A strong business culture that enables outstanding EHS practices. Leaders at all levels of our organization care about our team members and consider safety an essential business foundational element for achieving excellence

Businesses

- Leading by example to make our world safer, healthier and more sustainable. We do this by putting people first, creating opportunity for everyone, innovating how things are made, committing to conserve and giving back to our communities.
- Reducing the use of virgin materials, consuming less energy, reducing waste, minimizing packaging materials, and producing energy efficient, durable and recyclable products.
- Integrating environmental, health and safety considerations into our strategic decision making and planning processes and proactively developing and advancing innovative processes that enable us to excel in health and safety performance.
- Reducing our carbon footprint by proactively identifying and implementing environmental sustainability initiatives across our operations.

Customers

- Providing products that when properly used, are environmentally safe and meet or exceed applicable standards.
- Building trust and confidence with our customers, suppliers and business partners by speaking with pride, honesty and transparency about our products and services.

Suppliers and Contractors

- Collaborating with our suppliers and contractors to maintain appropriate levels of commitment to environmental, health and safety performance.
- Creating partnerships with suppliers who comply with SPX FLOW's Supplier Code of Conduct and take measures to ensure their supply chain conducts business in a manner consistent with its expectations.

Regulatory Authorities

- Cooperating with all regulatory authorities in reaching our mutual goal of protecting our team members, public health and the environment.

Stakeholders

- Regularly assessing our environmental, health and safety risks, managing those risks in a responsible manner and providing resources needed to address them.

Marc Michael
President and Chief Executive Officer
SPX FLOW, Inc.
June 7, 2022

1.2 Supplier Safety Program Philosophy

It is the policy of SPX FLOW N&H Systems and Services (= SPX FLOW) to provide a safe workplace for employees, suppliers, sub suppliers, visitors and other third-party employees. SPX FLOW has a goal of zero accidents/zero incidents for its own employees, as well as others working on company projects/facilities or others that may be affected by our operations. It is the expectation of these requirements that suppliers adopt and apply this philosophy.

SPX FLOW organization is committed to the safety and health of all employees. Safety must be the number one priority of all suppliers engaged in work activities. **Safety must not be sacrificed in lieu of schedule, cost, production, or any other component of work.**

With respecting bellow mentioned SPX FLOW N&H Systems and Services Live Saving rules we are able to safely execute 100% of our projects.

10 SPX FLOW N&H Systems and Services Live Saving Rules:

1. **You are responsible for your own safety and the safety of others; so report all unsafe acts/conditions and incidents immediately.**
2. **High risk activities: Confined Space Entry, Hot Work, Work at Height, Work on Energized System always requires a "permit to work" system.**
3. **For work higher than 1,5 m above the ground, use a fixed platform or fall protection.**
4. **If you are not trained: Do not do it!**
5. **Always do a risk assessment prior to performing any task.**
6. **Do not take shortcuts, always follow the instructions and procedures.**
7. **Know what Personal Protective Equipment is required for the Site and for the specific job and wear it.**
8. **Don't damage or remove safety devices and equipment.**
9. **Use the right tools and equipment and use them in the right way.**
10. **Do not work if you are not in suitable condition.**

To comply with this philosophy and to achieve the desired zero/zero goal on a project, each supplier or sub-supplier and its employees must do the following:

- Produce a *Project Safety Plan* to ensure all work activities will be performed safely and efficiently. The Plan must be coordinated and approved by the project specific SPX FLOW team. (See Chapter 2 for more information on the *Project Safety Plan*.)
- Effectively communicate the safety requirements for each project activity/task to all involved employees.
- Coordinate work activities to minimize situations that jeopardize employee safety.
- Recognize that safety is the responsibility of all employees, and that each employee is responsible for his or her own safety and the safety of others.
- Supplier management teams are encouraged to seek and understand guidance from outside agencies on excellence in safety performance to achieve zero accidents.

SPX FLOW management believes that compliance with the Local regulations is not enough to produce the desired safety performance. Through this contract relationship SPX FLOW expectation is that:

- Supplier and sub-supplier management is completely committed to safety performance that meets SPX FLOW zero/zero goal.
- The resources committed to achieving those goals are part of the cost structure of each job performed.
- Team resources are committed to address safety and health issues proactively in line with this document's specifications.
- The character of safety performance is the same regardless of project scope or size.
- Failure to adhere to specifications and/or to the work plan is cause for discontinuing this relationship.

2 Documentation Requirements

This section describes documentation that suppliers must produce and maintain during a project.

2.1 Project Safety Plan

SPX FLOW provides the Supplier with project-specific safety requirements. Based on these requirements and a site visit, the Supplier shall, as part of the selection process, address those risks identified by SPX FLOW and those that the supplier knows to be relevant to the work scope. Supplier shall work with SPX FLOW to produce a *Project Safety Plan*. **Work may not proceed without plan agreement by SPX FLOW management.**

In producing the *Project Safety Plan*, the Supplier works with SPX FLOW to do the following:

- Define project risk for work you will perform.
- Include risk control methods, so that preventive actions are geared specifically to the work involved in the project. (Preventive actions may include awareness and education activities, meetings, inspections, etc.) Do not include procedures, rather the strategy you will use to ensure your procedures are followed.
- Identify conditions/risks/compliance issues that are outside the scope of service that the Supplier normally provides.
- Estimate cost and performance impact of safety requirements on the project.

In general, the *Project Safety Plan* is the **strategy** the SPX FLOW uses to complete the project in accordance with this requirement your company standards, Local regulatory and labor agreements. At a minimum, the plan must include:

- Employee orientation
- Roles and responsibilities of Supplier management and its employees.
- The Supplier's actions in preparation for and during severe weather conditions
- The designated Safety Representative and his or her duties
- Requirements and specifications:
 - High risk work activity, identified by milestone and included in the work schedule.
 - General risks, identified by milestone and schedule.
 - Site specific prevention/mitigation procedures for hazardous work.
 - Hazardous work
 - Personal Protective Equipment (PPE)
 - Elevated work
 - Lock out Tag out
 - Safety training requirements for workers and employees.
- Tools:
 - Job Safety Analysis (JSA) or Risk Assessment Methods Statements (RAMS)
 - Forms (investigations, RCAs, monthly reports and measurements).
 - Training schedule for the Supplier's employees.
 - Safety incentives
- Reporting requirements for the following:
 - Unexpected occurrences and key incidents.
 - Recordable injuries and illnesses.

2.2 Other Required Documentation

Suppliers must maintain the following documentation during a project and provide it to SPX FLOW management upon request:

- All electrical, rigging, equipment and powered industrial vehicle inspections with frequency, completion and closeout of discrepancies as identified and documented.
- Documentation showing that employees have received required safety training for project-related activities.
- Documentation of Safety communication to employees, reported risks, and corrective actions taken.
- The Supplier's safety incentive program, if applicable.
- Hazard Communication Program and records of employees covered by it.
- All safety monitoring activities conducted by the designated Safety Monitor.
- Inspections of fall prevention equipment.
- Procedure for approving cranes:
 - Annual inspection records.
 - Manufacturer's owner's manual.
 - Manufacturer's load charting for specific crane
 - Daily inspection forms.
- A copy of the approved design drawings and specifications for scaffolds over 18 m high.
- Plans for all two-crane lifts and critical lifts as defined in Crane Safety Section of this document, if applicable
- Documentation to establish a designated Competent Person's competency for working at scaffold erection/inspection.
- Monthly reports showing the number of work hours accrued, injuries, key incidents/near misses.
- Documentation of JSAs or RAMS as applicable and required.
- Tool Inspection Program.
- Fire Extinguisher Training and Inspection Program.
- All mobile equipment inspection and maintenance logs.
- Documentation of all accident/incident reports with investigation and Root Cause Analysis reports.
- Applicable SDS documentation.

3 Specifications

3.1 Safety Program Administration

To administer the safety program effectively, Suppliers must do the following:

- Document and show supplier management accountability for safety.
- Assign and communicate accountability without conflict of line responsibilities.
- Set goals consistent with SPX FLOW's "Execute safely 100% of our projects" and 10 Live Saving Rules.
- Report all incidents immediately to SPX FLOW Management and investigate them in accordance with this document's specifications.
- Ensure all program issues identified in *Project Safety Plan* are implemented and practised.
- Ensure that equivalent processes are in place for all sub-suppliers.
- Ensure and document that vendors and visitors are informed about safety-related procedures.
- Ensure all its employees are trained in company-specific prevention methods and the same is documented.

- Ensure craft personnel are competent for any assigned tasks.

3.2 Employee Orientation / Induction Process

All federal, Province/State or Region, and local statutory requirements for employee orientation regarding project risks must be met. Suppliers must also ensure that employees are trained about project risks according to the approved *Project Safety Plan*. In addition, the orientation must cover:

- Supplier's safety requirements
- SPX FLOW / customer requirements for safety
- Risk communications
- Housekeeping
- Fire prevention
- Electrical safety
- Permits
- Confined spaces
- Fall protection
- Scaffolds
- Emergency procedures
- Severe weather
- Safety meetings and toolbox talks
- Supplier discipline program
- Job Safety Analysis (JSA) or Risk Assessment
- Substance abuse
- Barricades
- Hot work
- Lock/Tagout
- PPE
- Compressed gas cylinder handling
- Reporting accidents/incidents
- Cranes and mobile equipment safety
- Cell phone / headphones use

3.3 Substance Abuse Programs

All Suppliers must have a policy that prohibits the use of drugs and alcohol at any SPX FLOW facility or work area. Legal, Doctor prescribed substances, must have evidence their use are not detrimental to a work environment.

Where allowed by local regulations Supplier employees must be included in a substance abuse program that, at a minimum, includes the following:

- Pre-employment screening
- Random screening
- Post incident/injury testing*

3.4 Incident and Injury Investigations

Reporting

All unexpected occurrences regardless of whether injury or damage resulted, must be reported and investigated. The level of reporting and subsequent investigations is determined by the *Project Safety Plan*. Additionally, Suppliers must participate in any investigation requested by SPX FLOW management for occurrences resulting from work performed.

All accidents/incidents/near misses must be reported immediately to SPX FLOW project management and to local regulatory agencies as required. All Near Misses and Reportable Injuries must be investigated and a report submitted to SPX FLOW management (internal report) within timing dictated by regulatory or severity of the incident, refer to the project safety plan. Suppliers are to investigate all accidents and to prepare for and participate in accident debriefings and root cause analyses. Suppliers are to provide and submit a disposition plan for prevention for each event.

3.5 Safety Training

Upon request, suppliers must provide SPX FLOW with documentation showing that employees have received required safety training for project-related activities. Suppliers must support any training identified (in the *Project Safety Plan* or during project execution) by SPX FLOW or third party designate of SPX FLOW.

3.6 Competent Personnel

The Supplier, in conjunction with his or her Safety Department, must designate a competent person(s) capable of safely performing each assigned task. Each designated competent person must have an immediate knowledge of the required subject based on prior experience, formal education, or specialized training.

The competent person is responsible for complying with required operations, inspection, testing, repairs, machinery, and equipment maintenance. Also, he or she is accountable for the maintenance of an accident prevention program that includes, but is not limited to, such areas as the following:

- Rigging
- Electrical assured grounding
- Scaffolds
- Fire protection equipment
- Motor vehicles
- Ladders
- Fall protection devices

3.7 Housekeeping

Supplier supervisors and employees must maintain a clean and orderly work area that is free from trash and construction debris. Each employee is responsible for cleaning up his or her area. In general, all waste must be placed in properly located trashcans, and routes leading to and from work locations must be well lit and clear. No job is considered complete until the area has been cleaned up. All trash must be handled and disposed of in accordance with local and federal environmental regulations.

EHS Manual for Suppliers

Also take the following precautions:

- Keep tools and working materials in proper containers.
- Store trash, waste, and scrap in proper containers.
- Store materials safely.
- Smoking is discouraged, however where allowed, cigarette butts will be disposed of in separate, appropriate cans. Fire extinguisher must be placed in this smoking area.
- Keep small items in boxes or bins.
- Keep the floor clear of tools, rod ends, and metal shavings.
- Keep walkways and stairways clear and free from debris and maintain clear access to all work areas.
- Ensure that only the work in progress and required tools occupy worktables.
- Do not leave aerosol cans in fabrication areas.
- Store material so that fire has no place to start.
- Keep cords and hoses 7 ft. (2.1 m) overhead or lay them flat away from walkways.
- Keep all material, tools, and equipment in a stable position (tied, stacked, or chocked) to prevent rolling or falling.
- Immediately clean up liquid spills. Flammable/oily rags shall be stored in suitable containers.
- Ensure ladders are accessible, and emergency exits are identified and clear.
- Ensure emergency equipment and electric disconnect switchboxes are not blocked.
- Stack, store, or spot material so that workers and material-handling equipment can easily reach it.

3.8 Security

Suppliers must address security issues as part of the planning process. This section provides guidance for handling security issues.

Parking

Parking is permitted in designated areas only. Signs may be posted listing the authorized company for each parking area and the rules governing the area's use.

All vehicles on the property are at the risk of the vehicle owner. Neither the customer nor SPX FLOW accepts responsibility for damage to or theft of such vehicles.

Entrance Gate

Suppliers, sub-suppliers, and/or vendors shall use only the designated gate to enter and exit the job site. Suppliers must ensure that vendors and sub-suppliers know the job site location and which gate to use.

Walks and Roadways

All personnel and/or suppliers shall use only designated walks and roadways. The use of shortcuts or non-designated pathways is prohibited.

Identification

As part of the *Project Safety Plan*, the following identification is required at SPX FLOW project sites:

- Workers must be identified by the company they are employed by.
- Vendors and visitors require the supplier coordinator's permission to enter a project site. After permission is granted, the vendor/visitor is issued a temporary visitor badge to wear at all times while on-site. Vendors/visitors must return temporary badges to site security each time they leave the site. Vendors/Visitors must be briefed about project specific risks prior to walking into site or be accompanied by supplier management personnel.
- Vendors/visitors must wear a hard hat and other appropriate PPE issued by either SPX FLOW or the host company.

Cameras

Cameras (Including camera phones and other recording devices) are prohibited without the express written consent of the SPX FLOW / Customer site manager. If pictures are taken with permission, a duplicate set is to be provided to SPX FLOW.

Liquor, Drugs, Firearms, and Explosives

Firearms, alcoholic beverages, narcotics, or explosives are not permitted on the property.

3.9 Safety Meetings

Suppliers must conduct when required "Toolbox Meetings" and weekly safety meetings with employees to ensure safety awareness and risks relevant to the upcoming work are addressed. All Supplier supervisors involved in the project should assist in planning safety meetings. Meeting topics should be consistent with the Supplier's program and regulatory requirements.

Documentation of safety meetings must be kept and made available for inspection by SPX FLOW management. At a minimum, the following subjects must be addressed:

- The results of the previous week's site safety inspection – review the action list from last report.
- Risk identification, and corrective actions taken
- A review of safety requirements for ongoing and upcoming work
- A review of recent key incidents, accidents, and near-misses from all sites
- Suggestions for improving safety
- Information provided to supplier management from SPX FLOW
- High risk work

Active participation by all crew members shall be encouraged. Each person's input is valuable and necessary for a successful meeting.

3.10 Job Safety Analysis (JSA) or Risk assessments and method statements (RAMS)

A JSA/RAMS is a written analysis of a work activity for the supplier and sub-supplier employees. The objective of this document is to determine how to perform the job safely. For each major scheduled work activity, a supplier supervisor must complete before work begins. They shall list each step of the job and the risks involved in each step. It must include safe procedures and appropriate preventive measures to prevent a fatality, injury, or an episodic event for each step/risk identified. Blanket forms are not acceptable.

The JSA/RAMS enables supplier supervisors to give accurate instructions to first line supervisors for each job to be performed during a work shift.

The *Project Safety Plan* will identify specific areas where analysis is required and all high risk work identified in Section 3.20 a JSA/RAMS shall be conducted.

3.11 Sub-supplier Administration

Suppliers are accountable for all actions of their sub-suppliers. They must review and approve each sub-suppliers' safety program and plan before allowing work on SPX FLOW projects. Sub-supplier programs must be as stringent as the supplier's program. This procedure shall be a flow down to any and all tiers of sub-supplier.

Suppliers must document the review and approval of each sub-supplier's safety program and must provide the documentation to SPX FLOW management upon request.

Sub-suppliers who are approved to work on SPX FLOW projects and do not have an established management system the prime supplier shall ensure the site management requirements are met.

3.12 Personal Protective Equipment Requirements

Suppliers must provide suitable personal protective equipment (PPE) (i.e., clothing, eye protection, gloves, and respiratory protection) to their employees. Upon request Supplier shall provide documentation of the PPE survey conducted and completed for the tasks performed by their employees. Further, they must require employees to wear appropriate PPE and train them in the proper use and care of it. Employees cannot begin work until they are wearing proper PPE.

Clothing

A shirt covering the shoulders and trousers covering the legs and ankles must be worn at all times. For oxygen or hydrogen facilities where the *Project Safety Plan* identifies the requirement, the Supplier will provide flame-retardant clothing including cotton undergarments for employees assigned to tasks where oxygen or hydrogen is present in systems under construction, commissioning, or start-up.

Head and Scalp

Hard hats that are in good condition must be worn at all times on SPX FLOW construction sites, except in areas designated by the *Project Safety Plan*. Hard hats must be worn in accordance with the manufacturer's specifications and shall not be modified. Wearing of hard hats with the bill to the rear is acceptable for certain trades if addressed in the SSSP as long as the hard hat is designed by the manufacturer for this purpose. Hard hat will meet minimum safety standards for the country region where the work is performed.

Eyes

The following are eye safety requirements:

- Supplier must inform all workers of the location of the nearest eyewash station prior to the start of work, if applicable.
- Workers must wear safety glasses that always meet local safety standard for construction and protection while on a SPX FLOW Project site. Prescription glasses with temporary attached side shields do not meet the requirements. Prescription glasses with frames, glass and side shields that meet safety standards are the only type of prescription glasses allowed on the Project site.
- Cover-all goggles or full-face shields (worn over approved safety glasses) must be worn for power chipping, removing or installing overhead panels or insulation, and drilling above shoulder height.
- Full-face shields must be worn (over approved safety glasses) for grinding or performing abrasive cutting.
- Special protection (e.g., face shields, goggles, etc.) must be worn for acids, caustics, or grit blasting.
- For burning and gas welding, workers must wear burning goggles with a minimum No. 3 density filter lens on both sides of the filter lens.

Ears

The following are hearing safety requirements:

- Hearing protection must be worn in areas where the noise level exceeds 90 decibels (dB) or as local legislation requires.
- Hearing protection must be worn in areas where exposure between 85 and 90 dB exceeds eight hours per day or as local legislation allows.
- Hearing protection must be worn in areas where posted.

EHS Manual for Suppliers

Fingers, Hands, and Wrists

Suitable protective gloves must be worn for each job unless the job cannot be done with gloves or wearing gloves increases risks.

Toes, Feet, and Legs

Industrial-quality, hard-toed leather work safety shoes that meet local safety design and performance criteria must be worn at all times in Project areas and where posted.

Foot guards (metatarsal) must be worn when using jackhammers, tampers, and similar equipment.

Respiratory (Breathing)

Approved respirators must be worn when required by local regulatory requirements or when risks are present or suspected. To ensure that required protection is achieved, employees issued respiratory protection must be medically approved and fitted (according to Acceptable Standards) to wear the required respirator. Documentation of this must be maintained on the construction site.

Skin

If the possibility of exposure to irritants exists, PPE specified by the applicable Material Safety Data Sheet (SDS) must be worn.

Back

Employees must be instructed in the proper techniques for lifting and carrying loads as to size, shape, and load weight. Suppliers must monitor workers to ensure they understand and apply these techniques.

3.13 Required Postings

At the Project site, the Supplier is required to post the following in a conspicuous location where all employees can see them:

- Emergency response and local hospital and responder's contact numbers and addresses.
- Regulatory posters or logs
- Hazardous Communication procedures
- Emergency action plan with contact numbers
- Evacuation plan
- Local labour rules
- Hazardous material spill plan
- Special handling instructions for hazardous and environmental waste.

3.14 Hazard Communication Program

Suppliers must develop and maintain a written Hazard Communication Program, as required by local regulatory legislation. The written program must be available upon request to SPX FLOW or its representatives, Supplier employees, and appropriate regulatory officials.

Minimum program requirements include the following:

- Maintain a list of hazardous chemicals present at the site.
- Ensure that employees are aware of the risks of chemicals and protective measures to take.
- Label containers of chemicals at the work site or that are being shipped to other work sites.
- Prepare and distribute SDSs to employees.
- Develop and implement employee training regarding the Supplier's obligations under the law. (Such training must be documented and retained by the Supplier with a copy provided to SPX FLOW upon request.)
- Disposal procedures for special or hazardous waste.

3.15 Hazardous Work

As previously Provence/State or Region suppliers must complete a JSA/RAMS for all major work tasks. Additionally, a Work Permit (WP) or supplier equivalent agreed to in the SSSP is required for work involving the following and any other high-risk work in identified in the *Site Specific Safety Plan*:

- Confined spaces
- Work at Height
- Crane lifts
- Working with energized or pressurized systems
- Commissioning
- Hot work

Additionally, the supplier must ensure this work is included in the project work schedule and that a pre-job discussion of the risk is conducted.

Site team needs to pay special attention to proper physical work segregation / separation around the hazardous work. Each supplier must make the necessary precautions to mitigate the risk to anyone in the surroundings – put physical barriers, warning tape, warning signs etc. in place.

Working Alone

means to work in circumstances where assistance would not be readily available to the worker

- in case of an emergency, or
- in case the worker is injured or in ill health.

Worker can't conduct the hazardous work alone or in isolation without direct contact with co-workers.

According to on-site risk assessment appropriate check-in procedure can be used.

Check-in procedures:

- Verbal check in (direct, via radio etc.)
- Dead-man device

Specific factors to consider level of risk:

- workplace layout, the location of entrances and exits
- location of the workplace, and the emergency response time necessary to get there in the event of an emergency
- climate of the work environment
- how physically demanding the work is?
- age, experience, and training of the workers
- equipment, tools, and supplies available for use, including emergency communication equipment and emergency supplies and appropriate first aid equipment
- staff deployment and scheduling

3.16 Site Layout

Supplier must respect the site layout in the *Project Safety Plan*. The illustration will include the following:

- Temporary facility locations and the schedule for arrival and set-up
- Common work areas for tradespersons
- Access gate
- Parking areas
- Fabrication areas
- Lay-down areas
- Receiving areas
- Walkways
- Emergency evacuation assembly locations

The plan should also describe expected changes to the site layout and how the supplier intends to maintain the site's orderliness during the changes.

3.17 Assessments/Audits and Safety Monitoring

Accident prevention is a primary responsibility of all project supervisors and workers. Suppliers must conduct safety-monitoring activities on a regular basis. Further, they must define responsibilities and reporting requirements for safety assessments and audits. Each supplier supervisor/manager should be trained in safety-related communication as well as in motivation and monitoring techniques.

Roles and Responsibilities

All project workers are responsible for ensuring a project site is safe. If a worker learns of a risk, he or she is obliged to notify the supplier Site Construction Manager immediately. Certain project workers have the following key roles in safety monitoring:

- The **supplier Site Manager** is responsible for ensuring that all safety-monitoring activities are conducted on a regular basis. He or she selects supervisory employees to conduct site-monitoring inspections at least once each day.
- When notified of a safety-related violation or risk, the Site Construction Manager must promptly investigate it, make recommendations for corrective action, and ensure it is resolved in a timely manner.
- The designated **Safety Monitor** conducts inspections, records violations, recommends corrective action, and documents all safety monitoring activities. He or she gives a copy of all safety monitoring documentation to the Site Construction Manager.
- The **SPX FLOW Safety Manager** periodically reviews safety monitoring activities. Documentation of the risks identified, and actions taken must be made available to SPX FLOW management upon request.

3.18 Electrical Safety

Suppliers shall include provisions for protecting employees from the risks of electricity. Suppliers shall ensure that persons who work on, around, and with electrical systems, substations, switchgear, and control rooms are competent, trained, and qualified for the tasks they are assigned. Supplier shall supply defect-free electrical tools, equipment, and devices. A site map must be marked up and updated after each change to long term (2 weeks +) temporary electrical power cables. A copy of the site map shall be posted in accordance with the required postings

Tools and Temporary or Portable Equipment

Temporary power shall be planned and designed for safe use during each phase of the work. Panels shall be rigid and constructed to protect exposed power terminals. Panels also must comply with local Electric Codes. In addition, do the following:

- Use Ground Fault Circuit Interrupters (GFCIs) on all extension cords, temporary power supply, and portable tools.
- Ensure to use a low voltage electrical system in confined spaces.
- Electrical tools must be labelled with reference number and date of inspection/testing. Inspection records shall be available upon request by SPX FLOW site management.
- Ensure that all ac receptacle outlets and all extension cords have a third wire-grounding conductor installed intact.
- Ensure that every temporary lamp holder has a lamp installed and a lamp guard in-place. Use non-conductive materials for securing lighting strings to supports.
- Ensure that GFCIs shall be as close to the power source as possible.
- Periodically inspect all extension cords, electrical tools, cords, and temporary electrical wiring. If damaged insulation or plug ends are found, remove the cords/wiring from service. Instruct employees to inspect the equipment for defects before using it.
- Only trained and qualified employees are allowed to make repairs to electrical small tools. Evidence of this training and qualification must be kept on site for review

3.19 Fire Protection and Prevention

Supplier employees, vendors, visitors, and sub-suppliers must comply with all fire and safety rules and regulations established for the project. In general, good housekeeping must be maintained in all work areas. The following are guidelines for specific preventive activities:

Fire protection equipment, e.g., extinguishers, hoses, reels, and hydrants, is provided in areas where combustible materials are present. The following are requirements for fire protection equipment:

- Maintain clear access to all fire protection equipment.
- Smoke only in designated areas.

Fire Watch

Suppliers must appoint persons as fire watches and provide more extensive training for them. Fire watches must do the following:

- Help ensure containment of sparks and slag.
- Always keep a fire extinguisher ready for use.
- Familiarize themselves with fire alarm locations and the methods of sounding them.
- Maintain watch for 30 minutes after operations have been completed to ensure no fire develops. Or different timing based on local or client needs.

Fire watch personnel shall be trained and assigned to ensure that sparks, embers, or hot slag does not contact combustible materials. This standby watch will be positioned so that areas unobservable from the point of operation do not have fires.

Cutting and Welding

The following are requirements for cutting and welding activities:

- Continuously monitor welding and cutting operations unless the Risk Assessment proves that continuous monitoring is not required because of the activities, location, and control methods used.
- Ensure that a fire extinguisher is in the immediate area.
- Use fire blankets to retain all sparks, slag, or hot pieces of metal to prevent contact with a flammable/combustible substance, electrical circuitry, machinery, equipment, or people.
- Use practical welding screens to protect personnel from ultra-violet rays (flash burns) as required by the work plan.
- To eliminate fire risks in enclosed spaces (because of gas escaping through leaking or improperly closed torch valves), shut off the gas supply to the torch at the source.
- When a torch (Welding or cutting) in a confined space will be unused or unattended for a substantial time, remove it from the confined space.
- After disconnecting fuel gas and oxygen hoses from a welding torch, immediately remove the hoses from enclosed spaces.
- Use standby fire watch personnel when applicable.

Welding/Hot Work in Areas Other than Designated Welding Areas

Once SPX FLOW has authorized an area for hot work, the supplier must implement a permit system for controlling all hot work. The system must include a written program, training, approvers, and follow-up procedures to ensure standards are met.

This section sets forth safety guidelines for torch work performed in areas other than the designated welding areas. The torch work may include arc and/or gas work.

Supplier shall adhere to the following general guidelines for performing torch work away from designated welding areas:

- Protect uninvolved personnel from the arc, sparks, and fumes.
- Use the required PPE for the job.
- Inspect all leads, grounds, clamps and welding machines, hoses, gauges, torches and cylinders each day before use.
- Be sure all fittings, couplings and connections are tight.
- Provide adequate ventilation. Protect the welder and others by ensuring that ventilation removes smoke and fumes from the area.
- Provide fire extinguishers. Ensure that at least one 20-lb dry chemical fire extinguisher is immediately available to the welder at the job site.
- When arc welding, wear clean, dry gloves that are non-conductive to minimize the possibility of electrical shock. The gloves also protect your hands from sunburn-like injuries due to ultraviolet rays, as well as from sparks and from contact with hot surfaces.
- When brazing, welding, or cutting overhead (e.g., under a truck), wear protection such as a visor leather hood; this keeps sparks and slag from falling onto your face and head or into the ears.
- Always attach an external ground wire from the frame of an electrical arc-welding machine to a good local ground connection.
- Do not splice worn or damaged cables; immediately take them out of service.
- Ensure that only qualified personnel repair arc-welding machines.
- Ensure that personnel are thoroughly familiar with the possible risks they may encounter. These risks may include toxic chemicals, oxygen, flammable gas pipelines, etc. It is especially important to warn suppliers of these risks.
- Provide positive ventilation and/or respirators when welding, brazing, or cutting galvanized zinc, lead, beryllium, or cadmium.
- Do not weld, braze, or cut in an area where combustible materials are present. Remove, cover, or wet down materials to prevent a fire.
- When welding or cutting in an elevated area, assign a firewatcher or two to see where sparks are falling. If possible, rope off and post warning signs in the area below.

EHS Manual for Suppliers

- After completing welding operations, clean the area. Remove used welding rods, slag, and pieces of material that were required as part of the job.
- Store oxygen and acetylene cylinders outdoors or in a cool, well-ventilated area. Shut off cylinders, bleed hoses of pressure, back out the regulator adjusting screw, and remove regulators.

In addition to the previous guidelines, special precautions must be taken when torch work is performed in areas where open flames are not normally permitted. Where necessary, shut down equipment and isolate process lines to prevent oxygen or flammable gases from accumulating in the area. It may also be necessary to purge the line or equipment. Supplier must periodically analyze the atmosphere in the area if there is any possibility that oxygen or flammable gases may accumulate while the work is underway. Use an appropriate oxygen analyzer, combustible gas detector, or both, as required.

3.20 Fall Protection

Supplier must have a Fall Prevention Policy, Plan, and Program in place for elevated work. The following fall-protection equipment must be available to employees performing elevated work: **Failure to use fall protection results in immediate removal from the site without the possibility of return to the site.**

Fall arrest systems shall be designed to an appropriate standard such as EN 363 “Fall Arrest Systems”

Safety Harnesses

A safety harness is a device worn around the body that provides protection from a fall. All workers performing elevated work where they are exposed to a fall potential must wear a safety harness. It is required to use a full body harness only. Safety belts are not allowed.

Inspection of Fall Prevention Equipment

Supplier must designate a qualified employee to inspect all fall-protection devices and equipment on a regular basis. Each inspection must be documented and traceable to a specific piece of equipment and is to be made available upon request by SPX FLOW.

The employee who is to use the fall-protection equipment also must make a visual inspection of the equipment before using it. The employee should check the general condition of the equipment, and ensure that no potential for cuts, abrasions, and burns exists.

Circumstances Requiring Safety Harness/Lanyard Use

Safety harnesses, lanyards, and/or lifelines with 100% tie-off must be used when supplier or management requires them. In addition, they must be used when work involves the following:

- Stages, floats, or any other type of suspended scaffolding
- Scaffolds with incomplete decking or incomplete guardrails
- Sloping roofs
- Activities within 6 ft. (1.8 m) of the edge of floors or roofs where no guardrails or wire rope railing exists
- Removing floor planks, hole covers, grating, etc., from the last panel in a temporary floor
- Any unprotected elevated location more than 6 ft. (1.8 m) high
- Precarious positions at any elevation, i.e., less than 6 ft. (1.8 m) high, leaning or off balance
- Areas exposed to protruding, unprotected, reinforcing steel at any height.
- Confined space work
- Non-stable structure – risk of breaking through
- Works in Mobile Elevated Work Platform (MEWP)

Proper Use of Lanyards and Harnesses

A lanyard must be fastened to a full-body harness and secured to substantial objects; if possible, these objects should be overhead. Lanyards must not allow a fall of more than 5 ft. (1.5 m) and must be secured above the worker where possible.

If an employee is required to wear a full-body harness, instruct him or her on how to wear it properly.

Lanyards and/or safety harnesses must be used only for their intended purpose and must be disposed of after abuse.

3.21 Rigging Equipment

Rigging equipment includes slings (nylon and wire), chokers, wire rope lashing, come-alongs, chain falls, etc. The following are supplier requirements for rigging equipment:

- Protect rigging equipment from mud, dirt, and chemical exposures.
- Ensure that rigging equipment does not remain in the elements any longer than needed to do a job.
- Ensure that lifting jibs and other such devices are properly designed, used, and installed. Rigging equipment should be marked with maximum load capacity.
- Protect rigging and lashing from damage by softeners or other means while in place.
- Protect slings during a lift because they are subject to damage by sharp edges.
- Do not use the chains or ropes of a come along or chain fall as chokers or to level a suspended load unless prior approval has been obtained from SPX FLOW site management.
- Barricade lifting bays at ground level to prohibit employees from walking under loads. Walking under loads is grounds for immediate dismissal.
- To prevent spillage, cover and secure containers used to lift small objects, e.g., buckets and barrels.
- Ensure that sheet dogs, which are used to lift sheet metal, insulation, or other sheet-related items, are approved by the proper authorities prior to use.

Equipment Inspections

Rigging equipment must be inspected monthly. The rigging foreman or his or her designee conducts the inspection to ensure the above requirements are met. If a violation is found, the inspector should ensure that work is stopped until the violation is corrected. If the inspector finds defective equipment, he or she must attach a warning tag to it and remove it from service immediately.

Documentation of inspections and resolution of corrective actions must be readily available to SPX FLOW associates upon request.

3.22 Ladders

The following are general requirements for ladders:

- Ladder can be used for short time, not for physically demanding works.
- Supplier must ensure that ladders are in good serviceable condition and used as designed.
- Employees must be instructed in the safe use and care of all ladders at project sites.
- Employees working on ladder higher than 5 m must use safety harness.
- Only one person should work on a ladder unless it is specifically designed for two people.
- Do not use metal ladders around electrical services or welding. For information on appropriate ladders for these situations, refer to the manufacturer's recommendations and instructions.
- The use of job-made ladders is discouraged

Ladder Specifications

The following are specifications for ladders:

- Ladders may be constructed of metal, or fiberglass.
- Straight ladders can be no longer than 12 m.
- All straight and extension ladders must have non-slip feet.

3.23 Scaffolding

Supplier must implement safety precautions for the set-up, erection, use, and dismantling of scaffolds as appropriate. Following EHS expectations must be met:

Administrative controls:

- Assign a competent / certified person when erected, modified, and dismantled the scaffolding (except for the mobile scaffolding)
- Use a tag system to identify if the scaffolding can or cannot be used. Tag system should be used for all fixed scaffolding no matter the height. The mobile scaffolding doesn't need tagging.
- Scaffolding needs to be visually inspected before each use and inspected after each rebuild / modification. Fixed scaffolding should be inspected at least weekly and every time after adverse weather situations.
- Each construction of scaffolding higher than 1,5m require Permit to Work issued by SPX FLOW representation of site.
- Each construction of scaffolding needs to have written Risk Assessment and Method statement. This needs to be given to SPX FLOW representative for review and approval before commencing the scaffolding installation.
- SPX FLOW representative needs to receive written report that installed scaffolding is complete and safe to use. This report needs to have information about maximum load etc. This requirement does not apply to mobile scaffolding.

Safe Construction of Scaffolding:

- Only ladders are allowed for access and egress.
- Appropriate guardrails shall be installed on scaffolds to prevent falls and floors must be fully planked.
- Each scaffolding must be equipped with two level guardrails – top one min 1,1m from the floor, bottom one 0,5-0,6m from the floor. The kick plate must be min 0,1m high.
- Erect all scaffolds level and plumb on a firm base.
- Ensure that tools, materials, and debris do not accumulate in quantities and weight that present a risk.
- Ensure that all planking and platforms are secured against movement.
- Ensure that all pole scaffolds are securely guyed or tied to the building or structure. Where the height or length exceeds 7.6 m, the scaffold must be secured at intervals less than 7.6 m vertically and horizontally.
- Do not use parts and sections of a patented metal scaffold made by different manufacturers.
- If considered as a risk, scaffold must be grounded.
- Maximum allowed gap between scaffolding and building / object is 0,25 m. If the gap is bigger, additional internal guardrails or individual fall protection must to be used.
- The mobile scaffold's height can't exceed 6m.
- Ensure that scaffolds over 24 m high or hanging from a structure above the ground are designed by a registered professional engineer and constructed and erected in accordance with the design. A copy of the design drawings and specifications must be made available to SPX FLOW personnel for inspection purposes.
- Wooden or bamboo scaffolding are forbidden on SPX FLOW sites. Only wooden part on scaffolding which is allowed are the wooden planks on frame scaffolding.

Safe use of scaffolding:

- If the scaffold is missing guardrails, worker must use individual fall protection on the scaffold.
- Ensure that personnel have fall protection and appropriate tie off points when required to work from incomplete scaffolds.
- Do not permit employees to work on scaffolds that are covered with ice or snow unless all ice/snow is removed, and planking is sanded to prevent slipping.
- Forbidden welding, burning, cutting, drilling, or bending to any scaffold member.
- Don't overreach outside the guardrails
- Scaffolds shall not be altered or moved horizontally while they are in use or occupied.
- Don't stand on ties, guardrails, or extensions
- Provide overhead protection for employees potentially exposed to overhead work
- Do not use scaffold handrails or bracing to attach rigging.
- Do not exceed the working load of scaffolds given in documentation.

3.24 Floor, Wall, and Roof Openings

Incomplete or inadequate perimeter protection has a high potential for serious injury. Protection is required to prevent personnel or material from falling through openings in floors or walls and from the edges of roofs or floors. Supplier shall have procedures in place so that at a minimum these requirements shall be met:

- Anyone who makes a hole or wall opening is responsible for having it barricaded.
- All holes or openings through floors or walls must be provided with hole covers or standard railing.
- Do not store material or equipment on a cover. All grating must be clipped or temporarily wired in place as it is installed.
- Hole covers must have a sign reading, "WARNING TEMPORARY COVER. DO NOT REMOVE UNLESS AUTHORIZED" or otherwise identified.
- Covers must be cleated, wired or otherwise secured to prevent slipping sideways or horizontally beyond the hole. Covers must extend adequately beyond the edge of the hole.

3.25 Radiography

Suppliers and sub-suppliers are responsible to ensure that all phases of industrial radiography, both gamma and x-ray, must be performed by licensed, trained radiographers and assistant radiographers. Supplier shall have a program in place to monitor and prevent exposure. At a minimum, this program shall ensure:

- Exposure beyond the local regulatory limits must be reported to SPX FLOW
- Supplier shall not store any radioactive source on site.
- Suppliers or sub-suppliers shall perform Radiography using a hazardous work permit.
- Provide barricades and signs around the area of Radiography to prevent personnel from getting exposed to radiation sources.
- Each day, the radiographer shall check each exposure device for proper operation prior to use.
- All personnel involved with radiography must wear radiation-monitoring badges provided by the supplier or sub-supplier.

EHS Manual for Suppliers

Supplier or sub-supplier shall provide the following to SPX FLOW prior to starting radiographic work on site:

- A copy of license to handle radiographic sources.
- Copy of the emergency and operating procedures.
- Year to date radiation exposure records of the employees who perform the radiography and their radiographic certification records.
- Type of radiographic source to be used for the project and activity of the source make and model of survey equipment and their calibration records.
- Type of camera or source handling facilities to be used and the leak test records on the source and container.

3.26 Elevated Work

Suppliers shall include as part of their site-specific safety plan on how “Falls” will be prevented. Failure to use fall protection is grounds for immediate dismissal from the site. Program shall include the following as a minimum:

- All elevated work 1,5 m or more above grade where a fixed work platform or scaffolding with solid guard rails is not in place must be performed using 100% tie-off at all times.
- Any elevated work can be started only after written permit is issued by responsible person from SPX FLOW

3.27 Cranes, Mobile Work Platforms and Utility Baskets

Suppliers must have a procedure for approving cranes and boom trucks at project sites. The procedure must be documented and readily available for inspection upon request by SPX FLOW associates. All required documentation must be available for review before the crane is used. The minimum documentation consists of the following:

- Annual inspection records.
- Manufacturer’s owner’s manual.
- Manufacturer’s load charting for the specific crane.
- Daily inspection forms.

Lifting Procedures for All Process and Non-Process Equipment

SPX FLOW do not require formal lifting plan and calculations for basic lifting works on project site, but this lifting work can be carried out in a safe manner by qualified rigger and qualified crane operator after careful examination of all the risks associated with the lifting task.

Following documentation is required to be prepared based on the type of lifting / lifting tools used and overall load-capacity ratio:

Risk Assessment Only:

- All lifting works in general (could be part of the Lifting Plan)
- Unloading equipment (components, parts, pallets etc.) from the Truck into temporary storage
- Using interior gantry cranes which are part of technological processes.
- Using chain blocks to hold piping / ducting in position.

Lifting Plan:

- All transfers of the equipment by the crane into the building
- All maneuvers using two crane lifts or cooperation with other lifting equipment (forklift) - requires the use of more than one crane or derrick or hydraulic lifting equipment (Forklift, Loader etc.).
- Turning larger components (tanks, dryer chambers etc.)
- A lift that has a total calculated load that exceeds 85% of the load chart value for all process and non-process equipment
- Any other complicated lifting

EHS Manual for Suppliers

If there is a lifting which doesn't fit in any of these categories, supplier needs to reach out to SPX FLOW EHS Department for guidance.

A detailed engineered lifting and rigging plan - the supplier shall identify a competent person that will prepare and submit lifting plans. Completed plans shall be submitted to the on-site SPX FLOW representative for review 24 hours prior to the lift.

Lifting plan should be always prepared by crane company or installation/tank supplier (China typical).

Due to the complexity and additional risks of critical lifting works, Lifting Plan should be formulated according to the actual situation on site.

Inspections – Cranes and Lifting Equipment

The supplier's procedures shall ensure that all lifting equipment shall receive regular inspections, testing, and maintenance. As a minimum, all equipment shall maintain the following:

- Daily inspections shall be performed and recorded.
- Annual inspection reports must accompany all cranes. Inspections must be performed by a certified agency.
- Inspection logs including maintenance records documenting details of hours worked, adjustments, repairs, and testing must be kept with specific equipment files and made available upon request.
- The single, most important operational check to be made on hoisting and rigging equipment is the wire rope and rigging equipment inspection. A supplier's inspection program shall be in place for *Frequent and *Periodic inspections of all load supporting hardware. Certification for lifting beams must be available prior to any lift.

Mobile Work Platforms

All mobile work platforms shall comply with the following:

- Comply with manufacturer's recommendation for use.
- Operated by qualified personnel verified by on site records
- Include operating manuals and instructions
- Require fall protection use
- Only used for the transportation of tools and personnel as defined by the manufacturer
- Equipped with complete handrails

3.28 Confined Spaces

Confined spaces include tanks, vessels, containers, pits, bins, vaults, tunnels, shafts, trenches, ventilation ducts, or other enclosures that can present risks during construction. SPX FLOW must plan work and identify potential confined spaces in the *Project Safety Plan*.

Where practical, all work must be planned so that confined spaces are maintained, as "non-permit" required. When spaces meet the definition of "Permit Required," suppliers must ensure that all requirements are met and the necessary procedures are in place.

Where no process risks exist, suppliers may enter a confined space under a Permit to Work where the risk can be controlled by ventilation. All other confined space entries must be controlled by a written procedure provided by the supplier. At a minimum, the procedure must include:

- Identification of the confined space
- Specific risks, e.g., flammable, toxic substances, or materials that could cause oxygen deficiency
- Lockout of mechanical or electrical risks
- Isolations, blinds, and blanks
- Measurement/monitoring methods
- Ventilation methods
- Required PPE for personnel
- Training requirement for entrants, supervisors, and standby and rescue personnel

EHS Manual for Suppliers

- Rescue procedures
- Equipment applicability for confined space environment

3.29 Lock, Tag, and Try Procedures

Suppliers must have a lockout/tagout procedure in place and indicated in *Site Specific Safety Plan*. All lock outs / tag outs will be accomplished under a Work Permit except those required for servicing and maintaining equipment under control of the supplier.

Equipment that could present a risk to personnel by inadvertently activating during installation, repair, alteration, cleaning, or inspection work must be made inoperable and free of stored energy and materials prior to the start of work. Such equipment includes circuit breakers, compressors, conveyors, elevators, machine tools, pipelines, pumps, valves, and similar equipment. The equipment must be secured by locking and tagging devices. All lock outs / tag outs conducted as part of commissioning and start-up activities must be approved by the SPX FLOW Management team on-site.

3.30 Site Safety Rule Enforcement

Safety violations of individuals - Violation of EHS rules is any act that is in conflict with legal requirements, customer requirements and SPX FLOW Live Saving Rules.

Safety Violation Procedure:

First Violation	– Verbal warning	(explain what is wrong, report to direct Supplier)
Second Violation	– Written warning	(explain what is wrong, inform that one more violation will result in permanent removal from the worksite, report to Supplier Supervisor and Supplier Manager)
Third Violation	– Site dismissal	(permanent removal from worksite, written report to Supplier Supervisor and Supplier Manager)

Site dismissal is required immediately if the violation act is considered as a serious violation.

(no first, second or third warning)

The following are considered as a Serious violation:

- Violation of one of the SPX FLOW Live Saving Rules
- Creating or exposing yourself to a workplace risk that could cause an accident or illness that has the potential to result in death or serious physical harm.
- Performing high-risk work without the required qualifications and without written “Permit to Work”.
- Working (project / premises) under the influence of alcohol or psychotropic substances.
- Bullying, threats or aggressive behavior, sexual harassment or racial intolerance, theft.
- Unauthorized access to prohibited zones.
- Unauthorized operation of mechanisms and equipment.
- Damage or unauthorized removal of safety equipment, e.g. safety signs, barriers, machine guarding

Violation which are considered as a serious may results in site dismissal of individuals who have breached these rules. SPX FLOW employees are empowered to do such an action if they are direct witnesses or if the violation is reported to them.

3.31 Procedure to Stop the Unsafe Work

Every SPX FLOW employee and employees of our suppliers are required to stop dangerous work or activity that threatens the life or health of his or another person in the vicinity.

Every SPX FLOW employee and employees of our suppliers has a RIGHT TO STOP when they are facing dangerous situation or are not able to perform work safely. All these situations must be reported to SPX FLOW site team and they have to properly address the situation.

It is always necessary to properly assess all relevant information and circumstances to decide on the extent of the threat and the subsequent cessation of such work or activities. For better decision making, follow the instructions below:

Decision criteria:

- High-risk work
- Threat rate
- Serious Violation of EHS Rules

High-risk work:

In case of breaches of safety regulations for high-risk work, it is always necessary to stop the work and introduce appropriate countermeasures. In case of a greater degree of danger, it is necessary to stop all work at the workplace.

Threat rate:

In case of violation of safety regulations for an activity of an individual or a group, you must stop this activity immediately, assess the risk, implement corrective actions if feasible to make the activity safe. If the activity cannot be made safe, then don't perform the activity.

If the person in the immediate vicinity of the workplace is at risk or the public is at risk or the safety of the entire workplace is at risk, the person who has noticed this situation is obliged to immediately inform the responsible supervising employee, who is immediately obliged to stop the activity and take the necessary action.

Serious Violation of EHS rules:

See chapter 3.30

3.32 Medical Surveillance

Supplier personnel need to be medically qualified for the work being performed. Supplier shall maintain a program to ensure that employees are identified and monitored in compliance with applicable laws, regulations, and supplier programs.

3.33 Environmental Protection

Supplier must comply with all environmental laws, rules, and regulations for materials under their control. The following are specific requirements for suppliers with respect to handling hazardous substances or wastes at SPX FLOW project sites:

- Do not dump, release, or otherwise discharge or dispose of hazardous substances or wastes without SPX FLOW management's authorization.
- Immediately report any release of a hazardous substance to the environment (whether air, water, or ground) to a SPX FLOW representative.
- When releases resulting from supplier actions occur, take proper precautionary measures to counter any known environmental or health risks associated with the release. Such measures include spill control and containment and notifying the proper authorities.

3.34 Solid Waste

Where the supplier's work involves solid waste materials, the supplier must train his or her personnel in the procedures for handling such solid waste. In addition, the supplier must observe the following regulations:

- Maintain manifest records and reporting systems on all solid waste disposal under the supplier's control per federal, Provence/State or Region, and local laws.
- Have contingency and emergency plans for solid wastes under the supplier's control.
- Obtain express permission from SPX FLOW prior to off-site disposal of any solid waste materials or hazardous waste under the supplier's control. Solid waste and hazardous materials can be taken only to SPX FLOW approved disposal sites.

Training Requirements

N&H Systems EHS Team must have advanced knowledge and understanding of this procedure and be able to engage with other project stakeholders if needed.

N&H Systems I&C Team must have advanced knowledge and understanding of this procedure and be able to understand what is expected from Installation and Fabrication Suppliers during their onsite activities.

N&H Systems SC team must have a basic knowledge of this document and understand what the role of this in SC is and EHS Supplier Management Program.

Attachments

N/A

Revision Control

Issue	Description of change	Who	Old Rev	New rev	Date
1	Full rework and renaming of document, logo update, training requirements added	Ondrej Kanovsky	N/A	1	1 st AUG 2023