

Aperam Life Saving Rules



These Life Saving rules are real saviours: they prevent serious accidents of happening.

The Aperam Life Saving rules have been created based on the analysis of our high risks, serious accidents and severe near misses within our organization.

They are company rules which apply to all our employees and to contractor personnel working at our sites.

Compliance is mandatory.

The rules describe actions by an individual which may be the final barrier for preventing a fatality.

No job is important enough to risk your life or the lives of your colleagues.

To prevent breaking a Life Saving rule, say STOP!

Stop the work, check the situation with your line manager and manage the risk.

Only then do you go back to work.

If a Life Saving Rule is not respected, or cannot be respected, say STOP and speak up!

Aperam

Life Saving Rules



1. No **working at height** without proper protection
2. No work or intervention on equipment without **isolation** and use of a personal lock
3. No **confined space** entry without a valid work permit and watchperson
4. No one is ever under a **suspended load**
5. No one is ever in a **Line of Fire** where they can be struck by or in contact with moving objects

6. No **gas hazardous area** entry without permission and gas detector if required
7. No bypassing of any **safety device**
8. No **hot work** without a valid work permit
9. No **mobile device use** in undesignated areas or while operating any equipment
10. No work under the influence of **alcohol or drugs**

If a Life Saving Rule is not respected, or cannot be respected, say STOP and speak up!



1

No **working at height** without proper protection

Practical examples of expected behaviours:

- a. I **avoid unnecessary work at height** where possible
 - by pre-assembling parts on the ground, for example
- b. If this is not possible, I **favour collective protection**, such as guardrails, scaffolding or lifting platforms
- c. If collective protection is not possible, I **favour personal fall restraint systems over fall arrest systems**, which can only be used as a last resort
- d. I **inspect my fall protection equipment** before use
- e. I **secure tools and equipment** to prevent them from falling
- f. I **secure the area beneath my workplace**
- g. I use **approved anchor points** when I am outside a protected area
- h. I do **not work on a ladder** without additional protection
- i. Only if I am **trained and authorized** I can work with equipment for working at height
- j. Where work at height requires a work permit:
 - I **never work alone**
 - I have a fall **rescue plan** and rescue equipment is readily available at the time of the work



2

No work or intervention on equipment without **isolation** and a personal lock

Practical examples of expected behaviours:

- I **understand the isolation measures** which protect me from danger and I confirm that isolation **measures are in place**
- Wherever it is required, I respect the 3 phases of the **Lock Out - Tag Out - Try Out (LoToTo)** isolation process and I put my personal lock on: **1 person - 1 lock- 1 key**
- I **check dissipations** of residual energies or have them checked by a competent person
- I check that all the **safeguards** specified in the procedure are in place and working
- I check that it is **safe to start work**

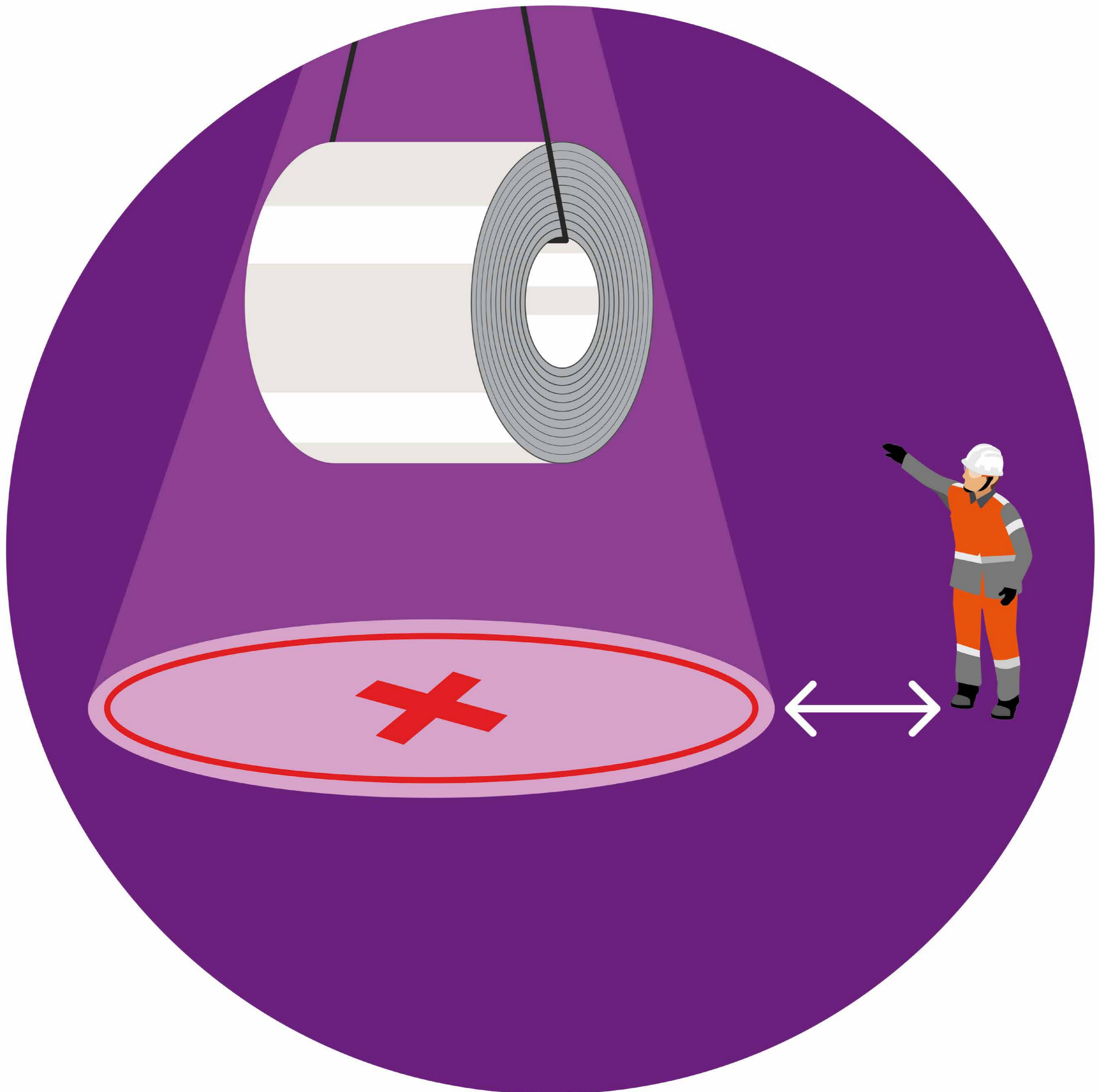


3

No **confined space** entry without a valid work permit and watchperson

Practical examples of expected behaviours:

- a. I never enter a confined space without a **work permit** detailing all preventive measures, as a confined space, such as a vessel, tank or pit, may contain explosive or poison gases or other hazards, such as lack of oxygen, or risk of falling
- b. I **follow the requirements of the work permit**
- c. I never enter a confined space without **atmosphere control and without surveillance**
- d. I am **well trained** in the function and use of PPE
- e. I understand and respect **gas detector alarms** and corresponding **evacuation rules**
- f. I check that the **detector is operational** and confirm that **gas testing** has been done in accordance with the work permit before entering the area
- g. I check that the **watch person** will have no other duties and is to be positioned outside the confined space entry point at all times while personnel are within the space
- h. I confirm that I am **able to communicate** with the watch person



4

No one is ever under a **suspended load**

Ejemplos prácticos de comportamientos esperados:

- a. I **never accept that someone is under a suspended load**
- b. I **never put myself in the path of travel of a moving load**, as the load might move unexpectedly or in an unanticipated direction
- c. I **move away from the load** BEFORE starting the lifting
- d. Safety distances according to the **safety cone** have to be respected - except if I have a specific HIRA and the authorization from the site manager or representative from hierarchical line
- e. I **never go under or near a supported piece of equipment** that has not been secured in a safe engineered way and might therefore fall/collapse
- f. I establish and obey **barriers and exclusion zones**



5

No one is ever in a **Line of Fire** where they can be struck by or in contact with moving objects

Practical examples of expected behaviours:

- a. I keep myself and others out of any **vulnerable position**
- b. I move **away from any moving load or machine** and never stay between a moving one and a fixed object
- c. I **respect rail and vehicles priority**. As a pedestrian I give **right of way to industrial vehicles** as they may not see me
- d. I wear **high visibility clothing** where required
- e. I make sure that the driver of a vehicle has seen **me before approaching it**
- f. I use the designated **walkways and hall doors**
- g. I establish and obey **barriers and exclusion zones**
- h. I **stay 3m away from a still wagon or loco** when I need to cross a railway
- i. I **never put myself between 2 train buffers**
- j. As a driver I **never drive without proper visibility**
- k. I **respect stop signs and speed limitation**
- l. I protect myself from the **spring effect of a coil** by using the presser arms and following the instructions
- m. I do not put my hand in contact with any **pinch point** (cylinders turning in opposite direction, in contact with a belt or chain, etc.)

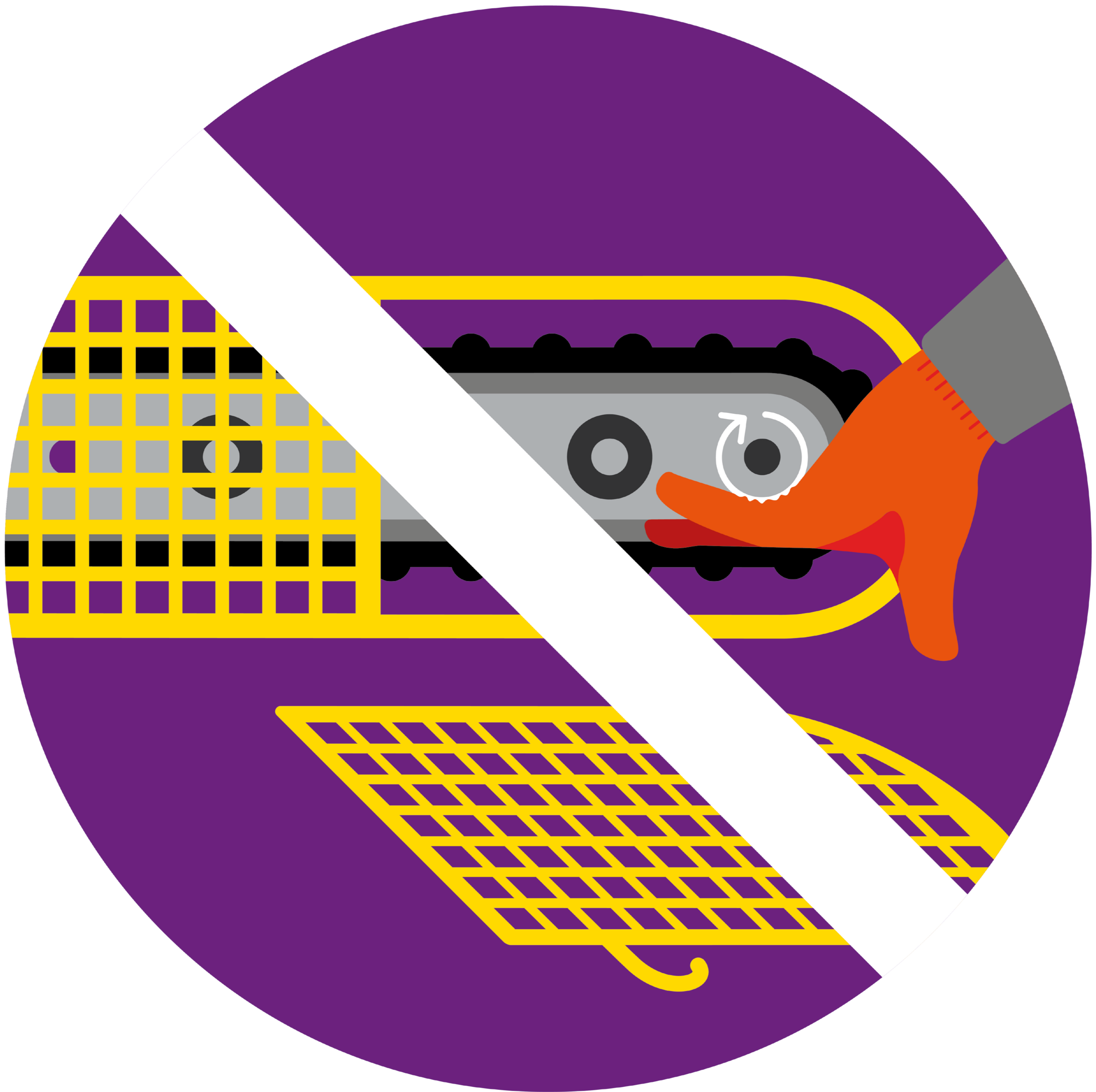


6

No gas hazardous area entry without permission and gas detector if required

Practical examples of expected behaviours:

- I understand and can **identify gas hazards**
- I **understand and use the controls foreseen by the risks analysis**, at all times
- I wear an individual **gas detector** (if required) and ensure it is operational at **all times**
- I understand and respect **gas detector alarms** and corresponding **evacuation rules**
- I confirm that the **air has been tested** and that it is safe to start work
- If the **gas warning system** alerts me, I leave the workplace in a secure way, and I only come back when the workplace is released afterwards



7

No bypassing of any **safety device**

Practical examples of expected behaviours:

- a. I **never disable** safety devices
- b. I **never lock myself inside** an active protected area.
- c. I always **put back in place safety devices** at the end of the work and **check their effectiveness** before removing my personal lock
- d. I **speak up** if a safety device is damaged or malfunctioning
- e. I ensure that all the **safeguards specified** in the procedure are in **place and working**
- f. I confirm that it is **safe to start work**



8

No **hot work** without a valid work permit

Practical examples of expected behaviours:

- a. I have a valid **hot work permit** and **all protective measures are put in place** before starting the work
- b. I confirm that the **specific risks** involved in carrying out the work have been **clearly identified and assessed** prior to the commencement of the work
- c. Before the works I **remove or protect combustible material** from the area
- d. I ensure that **regular checks** are carried out **for at least two hours after the work** has been completed
- e. I ensure a **new work permit is created** when the job or the conditions change



9

No mobile device use in undesignated areas or while operating any equipment

Practical examples of expected behaviours:

- a. I use mobile phones only on **secure walkways, in offices or in designated areas**
- b. **"No walk and talk/text"**
- c. **No use of phone while using equipment,** except for production-related matters if authorized
- d. **While driving** (forklift, truck, car, crane...), I leave my phone aside and **only use it as a hands-free kit if authorised**
- e. **No call in the presence of inflammable/explosive substances**



10

No work under the influence of **alcohol or drugs**

Practical examples of expected behaviours:

- a. I work **free from the influence of alcohol or drugs**
- b. I pay **attention to the sobering up time**
(this can take between 8 and 10 hours)
- c. **I inform the company doctor/my supervisor** if I am taking medication that may have dangerous effects on my physical ability (drowsiness, dizziness, etc.) while performing risky tasks (driving, etc.)
- d. **I pay attention to my colleagues' condition.** If I notice a problematic situation I act and inform the supervisor, H&S department and/or the medical department