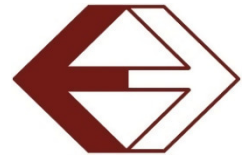


ErtsoverslagbedrijfEuropoort C.V.



HBA



Contractor's Manual

Basic rules for safe working

The 7 basic rules have been put together within Thyssenkrupp Steel Europe by a team of experts in order to define a framework for occupational safety. These practical rules make the occupational safety policy concrete and serve to embed occupational safety in the corporate culture. They apply to managers, employees and third party personnel. EECV applies these rules 1 to 1.

The 7 basic rules:

1. We organise our work in such a way that it can be carried out in a safe and healthy manner.
2. We always wear our personal protective equipment;
3. We provide a clean and orderly workplace;
4. We use machines and tools in the right way;
5. We protect our installations and buildings against fire
6. We only repair parts that are free of stress and pressure, or that are secured against movement.
7. We do not work under the influence of drugs, alcohols and medicines that can influence reaction capacity.



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Terms

Term	Meaning
Biological agents	Micro-organisms (e.g. viruses, bacteria or fungi) that can pose serious health risks when exposed.
Good Housekeeping	Working safely with an orderly and tidy workplace.
Hot work	Work involving a risk of sparks or open flames
Class S3	Safety shoes that meet the most common category within the EN ISO (20)345 standard.
Lock Out Tag Out	Procedure for preventing unintentional start-up of system components when working on a system
Last Minute Risk Assessment Checklist for the identification of risks before the start of work	

Abbreviations

Abbreviation	Meaning
CT	Contractor
CEE	Central and Eastern Europe
DME	Diesel engine emission
EN	European Standard
RA	Risks Assessment
CM	Contractor's Manual
OHSAS	Occupational Health and Safety Assessment Series
IP	International Protection Rating
ISO	International Standardization Organization
KLIC	Cables and Pipes Information Centre
LOTO	Lock Out Tag Out
LMRA	Last Minute Risk Assessment
NEN	Dutch Standardisation Institute
PPE	Personal Protective Equipment
PGS	Hazardous Substances publication series
S3	Safety Boots Class 3
SHEQS	Safety Health Environment Quality and Security
SZW	Social Affairs and Employment
TRA	Task Risk Analysis
VCA	HSE Checklist for Contractors
VCH	Port security certificate
VCU	HSE Checklist for Temporary Employment Agencies
HSE	Health, Safety and Environment
SOM	Safety Operational Manager

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1 General

All procedures, instructions, forms and documents referred to in this document which are applicable at EECV can be obtained from the responsible client. If you have any questions about this document, you can always contact the SHEQS department or your EECV contact person.

1.1 Validity

The Contractor's Manual (CM) applies to EECV's entire sites with associated buildings and installations and forms an integral part of the purchase agreement between EECV and the relevant contractor (abbreviated as CT in the following text). This manual regulates the terms and conditions that apply to the structured handling of orders at EECV and are valid for all employees working on the sites of EECV and who do not belong to the category of permanent employees.

Only contractors with a controlled/certified occupational safety management system (VCA* or VCA**) or who can demonstrate that they can meet the requirements requested by EECV are admitted to the EECV sites on the basis of CT. In order to determine whether a CT meets the requirements of EECV, a checklist has been drawn up (Checklist for contractors on occupational health and safety management systems). For temporary employment and secondment agencies, the requirement applies that they must be VCU-certified (HSE Checklist for Temporary Employment Agencies).

A VCA, VCH or VCU exemption is only granted if no certified company is available for the work to be carried out. The VCA, VCH or VCU exemption is granted via the SHEQS department. In order to qualify for an exemption, the Checklist for Contractors on Occupational Health and Safety Management Systems / HSE Checklist for Temporary Employment Agencies must be submitted to SHEQS for assessment at an early stage, demonstrating that the legal standard and the standard imposed by EECV have been met. In case of regular deployment, the supplier will be requested to certify himself.

1.2 Deployment of Subcontractors

In the event that CT deploys subcontractors, CT has the obligation to ensure that the subcontractors are aware of the obligations in the CM and will comply with them. The CT is obliged to appoint its subcontractors or hired employees in writing when issuing a quotation.

From the point of view of safety, efficiency and quality, EECV attaches great importance to having as few different contractors and subcontractors as possible working at its sites.

EECV reserves the right to oblige subcontractors to have scaffolding, mobile crane, mechanical, insulating, electrical and/or soil/excavation work carried out by companies with which EECV has concluded a framework agreement. Only one level of subcontracting is permitted unless clear agreements have been made with the Purchasing Department.

The choice of additional subcontractor(s) shall be notified in advance by the CT to EECV and shall require the agreement of EECV. For additional information about contracted companies at EECV, please contact the Purchasing Department.

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1.3 Legal, contractual and other provisions

The CT undertakes to use its own personnel and third parties, as well as all vehicles and equipment, in accordance with the conditions and in accordance with applicable legal, collective and other applicable regulations. Every CT that is assigned work is fully responsible for the correct and safe execution of the work and must familiarise itself with the EECV procedures that apply to it before the work commences.

The CT is liable for all damage caused by its personnel or subcontractor as a result of non-compliance with the procedures and/or applicable legal provisions.

Delay in work as a result of evacuation by fire, gas alarm or company emergency drill is considered as force majeure on the part of the EECV for the purpose of the agreement.

If this results in waiting hours, these cannot be charged by the CT.

The CT is obliged to indemnify EECV against all claims for damages from third parties arising from unsafe acts or omissions by the CT, its employees or subcontractors. EECV may at any time amend and/or supplement the safety procedures applicable at EECV. The CT must then adhere to the modified procedures.

Violations of the aforementioned conditions and regulations are breaches of contract, whereby those of subcontractors are charged to CT as their own breach of contract.

1.4 Reporting of incidents to EECV and competent authority

Anyone who enters or is on the sites must behave in such a way that the general safety of persons and goods is not endangered or can be endangered as a result. Incidents such as (near) accidents, security incidents, damages and environmental infringements must always be reported directly to the client at EECV.

If there is an obligation to report to the competent authority, it must be expressly agreed that the CT will take care of this directly on behalf of EECV. In all other cases, EECV will contact the competent authority.

1.5 Procedure in the event of an emergency

In order to ensure that company's emergency response is initiated and that the appropriate emergency services are alerted, the report must always be made to the Control Room. Do not call the emergency services yourself! Fire alarms at the door must always be reported directly to the control room.

In the event of an emergency, a report must always be made immediately:

- by direct reporting to the control room (walkie-talkie, verbal);
- by calling 112 internally (red phone in the control room);
- by calling 0181 257777 with an external phone;
- by pressing an alarm button linked to the fire alarm system.



It is not permitted to organise external assistance directly.

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In the event of an emergency (fire or gas escape), an evacuation alarm is triggered at the EECV transfer location. The CT must at all times follow the evacuation alarm and instructions from company's emergency response personnel or production personnel. The CT must ensure that its employees and those of its subcontractors are aware of the local evacuation rules.

In case of an evacuation alarm, the work must be interrupted and the issued permit(s) expire and must be handed in immediately after the "safe" signal. The work may only be resumed after the permit(s) have been reassessed and issued by the person in charge of the client.

1.6 Duty to cooperate to ensure IT security

Almost all business processes at EECV are managed and/or controlled by the use of information and communication technology (ICT). There are risks associated with these techniques. In order to prevent damage and the resulting costs, the risks must be kept to a minimum. It is not enough to rely on technical means; the most essential measures are organisational in nature. Just like the rest of the employees who work for EECV, you can make a major contribution to operational safety by properly handling the workstation entrusted to you and by consciously handling the company information. What you as a user of ICT equipment and data systems need to observe can be found in the applicable guidelines and company agreements, which can be requested through the systems management and automation department.

1.7 Use of transmitting equipment

The CT must indicate to his client of EECV whether he will use transmitting equipment. The client of the EECV shall ensure that the CT receives EECV-approved mobile transmitting equipment (walkie-talkie). The client will inform the Securitas Security Officer, who will provide the CT with the EECV-approved mobile transmitting equipment. The CT must report to the porter's lodge where he will be handed the mobile transmitting equipment.

At EECV, it is prohibited to:

- use mobile phones, etc., when operating installations and vehicles, or carrying out other activities simultaneously;
- use outdoor media devices such as PCs, tablets, DVD players, laptops or similar devices (unless permitted by EECV).

1.8 Photography and filming

Photography and filming are not allowed. Written exemptions are possible via the SHEQS department or the Management.

After an accident at work, CT may, after consultation with SHEQS, take departmental photographs of the state of the accident.



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1.9 Prohibition of alcohol, drugs, medicines and smoking policy

At EECV, the following rules apply to alcohol and drugs:

- It is prohibited to bring alcoholic beverages and/or drugs onto the sites and/or use them;
- EECV has the right to remove persons suspected of being under the influence of alcohol and/or drugs from the sites.;
- EECV reserves the right to investigate the presence of alcohol and/or drugs. The CT and its personnel must cooperate fully in this investigation.
- EECV reserves the right to investigate the effects of various drugs that may affect ability to concentrate, assess and react. A yellow sticker on the packaging of these drugs warns of these side effects. An orange sticker indicates whether a drug affects the ability to drive.



**DIT GENEESMIDDEL KAN HET
REACTIEVERMOGEN VERMINDEREN.
(autorijden - bedienen van machines -
spelen op straat) Pas op met alcohol!**

- If you use yellow/orange stickers and carry out hazardous work, consult your company doctor about whether you temporarily need to carry out adapted work.

There is a general smoking ban on the sites and in offices. Smoking is only permitted in the designated areas.

In the event of a violation of the smoking ban, the person concerned is immediately ejected from the sites. EECV reserves the right to change the designated spaces at its discretion and to limit access to the designated spaces in time.



1.10 Control at the EECV sites

Access to the sites is only permitted for employees of the CT, construction management and business visitors who have been registered in advance and with due observance of the procedures drawn up for this purpose. The CT is not permitted to employ persons under the age of 18 at EECV.

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Personnel of a CT are only allowed to enter and/or leave the EECV area through the designated entrance. To enter and/or leave the sites where there is no automated access registration system, one must always sign in and out in accordance with the local house rules. At EECV locations where a computerised access control system is in place, access to the sites is granted if one is in possession of a valid access badge. For applying for access badges, reference is made to section 3.4.1 of the CM.

The sites are secured by cameras.



1.11 Visitation

Security Officers are authorised to monitor and supervise persons and vehicles wishing to enter or leave the sites. In case of refusal, this will be reported to the project manager and the person concerned will be denied further access to the sites. See also chapter 7.

1.12 Sanctions policy

EECV (as well as the persons employed by it) shall not be liable for any damage suffered by those who are present on the sites or on the ships moored thereon.

In case of non-compliance with regulations, orders or instructions, the following possible sanctions apply to the person or CT in question:

- recovery of damage suffered by EECV;
- cessation of work without claiming compensation for damage;
- removal from the sites;
- refusal of access to the sites for an indefinite period.

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2 Personnel deployment / Registration and access

2.1 General

Entry to the sites is only permitted after notification and identification with a valid proof of identity and permission of the Security Officer. Access is only granted for that part of the sites where one has to be due to the nature of the visit or work.

Special requirements apply to persons originating from EU countries other than the Netherlands or from outside the EU before admission can take place (such as A1 declaration, work permit). Please refer to the relevant legislation ([see also EECV access rules](#)).

Safety management systems, training and measures make an undeniable contribution to increasing safety within companies. Like many other companies, EECV has made VCA certification mandatory for CT, which is or will be carrying out work in the field of installations and workshops.

2.2 Qualification of deployed employees

The CT is not permitted to have its employees carry out work in factories, installations and/or workshops without the required professional and safety training, whereby the requirements listed below apply as minimum requirements.

Executive staff of CT must be in possession of a valid certificate VCA or VCH (Security Certificate Ports) or SCC (German). This requirement may be waived upon written request to and approval by the relevant department for:

- persons who will only carry out administrative work and who cannot come into contact with hazardous substances, machines and/or other tools.
- Commissioners, system, analysis or foreign specialists from specialised companies, who work once for a few days under the direct supervision of a certified employee of the CT or of EECV.
- new employees of the CT who can be shown to have been registered for participation in the VCA, VCH or SOM (Safety for Operational Managers) course and exam and who are under the direct supervision of a certified employee, for a one-off period of up to three months.

Management staff of the CT from the level of Collaborative Foreman and higher, who are in charge of supervising executive employees, must be in possession of a valid SOM certificate or a valid VCH manager.

2.3 Registration and access

Access to the sites is only permitted to employees of the CT and their visitors who have been registered in advance with due observance of the procedures drawn up for this purpose. CT is not permitted to employ persons under the age of 18 who are not supervised by EECV.

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It is not permitted to leave the paved roads without permission, unless you have a safe work permit or EECV provides permanent guidance. Be alert for uneven surfaces that can cause tripping or falling hazards.

Entry to ships requires permission from the ship's management. It is not permitted for unauthorised persons to board ships.

2.3.1 Entering and/or leaving the sites

CT personnel are only permitted to enter and/or leave the EECV area through the designated access. You are not allowed to enter or leave the sites through the quay of EECV without permission of the management of EECV.

Access is only granted for that part of the sites where you have to be due to the nature of the visit or work. Instructions from the Security Officer must be followed. These include: the route to be followed on the site, the parking spaces, deviating traffic rules and avoiding obstacles and/or dangerous situations.



To enter and/or leave the sites where there is no automated access control system, you must always log in and out in accordance with the EECV access rules. At EECV locations where an automated access control system is present, access to the sites is granted if one is in possession of a valid access badge.

When leaving the sites, vehicles are required to make use of the **tyre washing system**. Leaving the sites is only permitted after signing off at the Security Officer and handing in the visitor's pass signed by the person being visited.



2.3.2 Application for access badges for employees who regularly enter the EECV site.

To apply for access badges, the CT must fill in an access badge application form per employee. The appropriate forms can be obtained from the client of EECV.

The forms must be submitted no later than 3 working days before the start of the work, completely filled in with a copy of a valid proof of identity (passport, driving licence, identity card).

Special requirements apply to persons originating from EU countries other than the Netherlands or from outside the EU before admission may take place (such as A1 declaration, work permit). Please refer to the relevant legislation (see also EECV access rules).

The timely submission of the above forms avoids unnecessary waiting times. If the application forms are incomplete, they will not be processed. The actual handing over of the access badge will take place after the person concerned has identified himself by means of an original and valid identification and has agreed to the general safety and environmental rules of EECV.

The access badges are used to operate the turnstiles and/or barriers. Daily check-in and check-out at the porter's lodge or barrier is mandatory!

There is also an automated time registration (for hired personnel). This is achieved by using the readers at the office building.

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The issued access badge is personal. The transfer of an access badge to other persons is not permitted. Improper use of the access badge, in addition to possible consequences for the CT, will result in immediate withdrawal of the badge and removal of the person(s) involved from the sites. Any consequences of this for the work or otherwise are at the expense of the CT.

The CT is responsible for the access badges provided to its personnel and the access badges provided to its subcontractor. The CT is also responsible for the correct administrative handling of the personnel working under its responsibility and those of its subcontractors.

Access badges should be returned to the security officer together with the EECV access badge receipt at the end of the work.

For each access badge that is not returned and / or damaged, the CT an amount of 50 euros will be charged. By submitting an access badge application form, the CT indicates that he/she agrees with this arrangement.

2.3.3 Day ticket

If an employee of the CT has forgotten his access badge or if an employee is not regularly employed on the EECV sites, a day ticket (visitor form) can be issued for one working day. In these cases, the employee has to report to the Security Officer/Receptionist to apply for a day ticket, to be identified with a valid ID, to have a contact person at EECV and to be in accordance with the EECV company rules.

The Security Officer/Receptionist manually processes the arrival and departure times of the employee into the access control system.

2.3.4 Visitors

Private visitors of employees of the CT are not permitted. Access to the EECV area of business by visitors for the CT is only permitted if this visit has been reported to the Porter/Receptionist(e) in advance. In principle, an CT may only receive visitors in its own location or office. If the official of the CT to be visited is not present, the visitor will not be granted access. A visitor may never be at any location on the EECV sites without being accompanied by the CT.

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3 Safety

Everyone is responsible for their own safety and co-responsible for the safety of others. Everyone must do everything possible to prevent accidents, unsafe situations and environmental damage.

The CT will take all the precautions related to the work in order to prevent accidents, losses and/or damage to the environment. The precautions taken by EECV may vary according to the work or project to be carried out.

Compliance with EECV safety procedures and legal provisions is never based on non-committal.

Unsafe and/or undesirable situations that have come to the CT's attention, as far as they relate to the agreement with EECV, must be removed immediately. Unsafe and/or undesirable situations should be reported immediately to the EECV contact person.

3.1 Safety contact authorisation

If an unsafe situation and/or working method is identified, EECV has the right to oblige CT to change this immediately in accordance with a working method and time limit to be determined by the EECV. EECV reserves the right to suspend work or deny CT employees access to the sites in the aforementioned situations without compensation.

3.2 Follow-up of specific obligations


3.2.1 Task Risk Analysis (TRA)

In all cases, EECV requires the CT to prepare a detailed work plan with a Task Risk Analysis (TRA) prior to the start of the work. The relevant documentation is attached to the Safe Work Permit (later: Safety Check). The agreements and measures included in the TRA must be part of the training.

3.2.2 Safety procedures for the implementation of projects

Before starting a new construction or revision project, the Project Manager ensures that a H&S plan design and implementation phase is drawn up. All CTs provide input to the project manager in advance (H&S plans / TRA's). The H&S plan must be approved by the project manager and the SHEQS department at least two weeks before the start of the work. The approved H&S plan also applies to any subcontractor(s) and supplier(s) of the CT and the agreements and measures included therein must be part of the training.

The H&S plan should include an organisational list of officials who, in the event of a (near) incident, can be reached by telephone, both for business and private purposes. The list must be handed over to the Security Officer via the SHEQS department.

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If work is carried out on the EECV sites that is NOT described in the H&S plan, then the following should be carried out:

- A safety check will be filled in for these activities;
- identify the hazards, assess the risks and describe the additional safety measure;
- issue additional authorisation(s), if any.

3.2.3 Basic training

CT ensures that its employees are demonstrably trained for the work to be carried out at EECV before they carry out their work on the EECV sites. This takes into account the activity to be performed and the workplace.

Part of this training is the safety rules of EECV and the specific agreements made by EECV with CT. The rules in this CM and the "Basic information for your safety at EECV" are part of this training. In addition, every employee of the CT declares in writing that they agree with the company rules EECV, which are part of the access policy.

EECV reserves the right to test this knowledge on the sites at EECV. The content of the training must be recorded in writing and signed for approval by all employees of the CT who are employed by EECV.

CT personnel, who will carry out work under the supervision of EECV personnel, will receive a specific instruction from the relevant department on the first working day. The booklet "Basic information for your safety at EECV" is an integral part of this.

3.2.4 Safety Check and Permit System

The drawing up of a Safe Work Permit is always mandatory in the case of work carried out by third parties independently on the sites of EECV. It is expected that the client at EECV, together with the CT, will determine in advance which hazards are involved and which control measures will be agreed upon. If the client so wishes, the SHEQS department will support the drafting of the Safe Work Permit.

3.2.5 Safety check

The installation of a Safety Check is always mandatory in the case of work carried out by third parties independently on the sites of EECV. **In case , the CT delivers the TRA and/or the V&GW-plan, it is not necessary to deliver the filled in safety-check.**

The contractor is expected to prepare the Safety Check (and its accessories) as far as possible in advance and then make an appointment with the contact person of EECV (the client) to coordinate the safety check with the SHEQS department as early as possible and at the latest 2 weeks before the start of the work.

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The purpose of the Safety Check is to record in writing, in a binding manner, with all cooperating parties, prior to the commencement of the work, which measures will be taken by the parties to prevent incidents, accidents and damage to health. This concerns in any case:

- providing insight into which activities are to be carried out (WHAT and WHERE) and which equipment is to be used (HOW);
- identifying and assessing the hazards of the work to be carried out by the CT
- determining the need for additional permits (high-risk work) and authorization by authorised persons based on this.
- To prescribe measures for those who carry out the CT about specific regulations. This includes the operating and access rules of EECV.
- the establishment of agreements regarding specific training of employees of the CT

The Safety Check form is available from the person in charge of the client or the SHEQS department.

The Safety Check distinguishes between high and low risk work. In the case of high-risk work, additional requirements apply and specific agreements must be made. At EECV there is a high risk at work:


- Working at height
- Working on and near rotating installations
- Working on and near live installations
- Working in confined space
- Performing hot work
- Lifting work
- Multiple jobs at the same location
- High pressure work
- Excavation work
- Work with hazardous substances
- Work with (X-ray) radiation
- for other activities, if the issuer or applicant considers this necessary.

EECV has drawn up checklists for the above (high) risk activities. These must be completed by the CT and discussed with the client and the SHEQS department (during safety check). The completed checklists (high) risk will be part of the permit file.

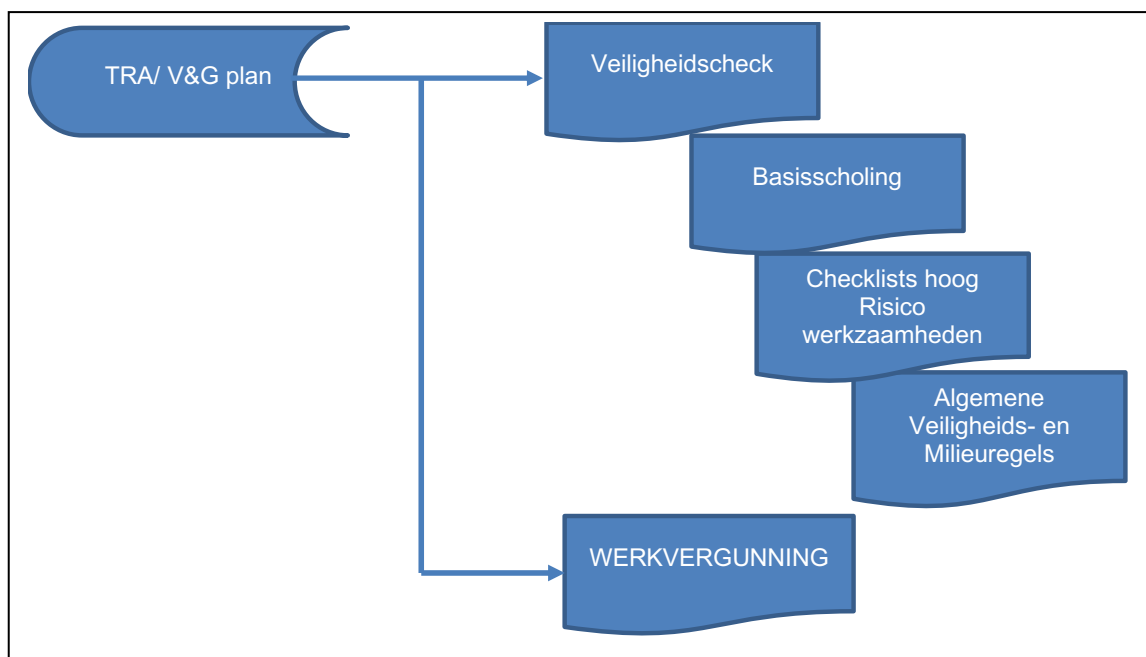
If the TRA drawn up by CT provides for the measures intended by the high-risk checklists (to be assessed by the client and the SHEQS department), these are no longer an obligatory part of the permit file.

The client (the person in charge of the work) of EECV ensures that the permit is prepared as far as possible on the basis of the safety check. To this end, he establishes the necessary contacts both internally and with the CT.

The client of EECV shall submit everything to the SHEQS department of EECV for assessment of the authorisation one week in advance. The SHEQS department checks the completeness of

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the file within 3 working days so that the issuer of EECV can easily register the CT (the holder) at the licensing office. If necessary, he shall request additional information or adaptations from the client of EECV.



3.2.6 Permit system


In the case of work by third parties, where work is carried out independently on the sites of EECV, a permit system is always used. This is for the purpose of pre-defining and checking the safety agreements, the coordination of the various activities and the registration of attendance for the purposes of the company's emergency services. Without a permit, the execution of these activities cannot be started.

The permit is also drawn up for work with a low risk.

If a permit is issued, the one permit remains with the issuer at EECV's licensing office and the CT, client EECV and the (Substitute) Spindle Inspector will receive a permit. It must always be possible to show the permit of the CT (permit holder) at the workplace.

EECV retains the signed permits of the CT for a period of 1 month. The work permit is valid from the set start time to the end time, both falling on the same date of the relevant working day. The permit must be handed in to the issuer at the end of the working day. If work continues after this time, the permit must be extended per day.

During an emergency, the work permit loses its validity, and the copy must be returned to the issuer.

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The work must be stopped immediately and may then be resumed when the issuer has given written permission. A permit does not relieve the CT of its own responsibility to perform the work safely, regardless of whether the measures in the permit are fully or correctly described. Only persons authorised by EECV may act as the issuer of a permit.

During the execution of the activities, the CT is obliged to organise supervision in order to check compliance with the agreements made. In addition, random checks will be carried out from EECV. This will be done by the client of EECV (work manager), the SHEQS department and the licensing authority.

3.2.7 Registration before start of work

In all cases, CT reports to EECV's client at the start of the work. The CT is then referred to the permit office before the work to be carried out starts. This is where central registration takes place and a permit is ratified.

3.2.8 We Check (LMRA) / We stop

In all cases, the CT is required to check just before the start of the work that the measures described to carry out the work have been taken safely and that there are no dangerous situations at the workplace (We Check)!

In all cases, CT shall be required, when an unsafe action or an unsafe situation is detected, to interrupt work for the purpose of discussing the unsafe action and remedying the unsafe situation before resuming work. Talk to each other about unsafe acts (We Stop)!

3.2.9 Roles in the context of safety

Every CT that carries out work on the sites must appoint a person to act as the contact person in the field of safety. If the total number of CT employees on one or more projects (including subcontractors) is 30 or more at the same time, a competent safety officer must be present at the work location.

In addition to the above, EECV reserves the right to require CT to ensure the presence of a full-time safety expert at the work place (regardless of the number of employees), if the nature of the work so warrants and/or if CT does not comply with the requirements relating to safety and Good Housekeeping. The costs arising from this are for the account of the CT.

3.2.10 Personal Protective Equipment

All personal protective equipment (PPE) required by EECV and/or necessary for the safe performance of work must be provided by CT to its personnel before work begins. The minimum requirements for EECV are set out in the attachments.

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Where indicated and/or prescribed, other and/or additional PPE must be used (specific to the work to be carried out or the location of the work); e.g. hearing protection, a life jacket or additional lighting. These additions can be made mandatory via the work permit based on a risk assessment.

3.2.11 Parking of private means of transport

Private cars, company vans, motorcycles, scooters, mopeds and bicycles must be parked/stored in the designated areas. Location-specific rules have been drawn up for this purpose. Parking of means of transport is at your own risk. You are not permitted to park in places and/or areas reserved for EECV employees, invalids and/or visitors.

3.2.12 Parking company cars

The basic principle is that only company cars that are required for the execution of the work (transport of materials/equipment) are permitted. This is at the discretion of the Security Officer.

Commercial vehicles must be parked at the designated parking area at all times after the loading and/or unloading of materials and/or goods.

3.2.13 Supply of large equipment and materials

The supply of large equipment (mobile cranes, heavy transport) must be reported at least 24 hours in advance to the Security Officer and EECV contact person.

The equipment to be used shall be provided with physically present valid certificates of inspection.

3.2.14 Route plan and warehouses

For the supply of large equipment, a route plan must be drawn up in advance with the EECV contact person. This should be handed over to the Security Officer at the entrance gate. The indicated route may not be deviated from. The unloading of materials and/or parts may only take place at the designated warehouses. After unloading their cargo, the vehicles must leave the sites immediately.

3.2.15 Access to sites, buildings and/or installations

Every CT is obliged to report to the responsible contact person for this part of the company, as agreed with the client, before entering a room or installation. When leaving the work area, you must always sign off again.

Access to machines is reserved for authorised personnel and after notification to the person in charge on site (e.g. control room, operator). When leaving the machine, you must sign off again.

There is no need to remain unnecessarily in places of work, in particular not on installations or within their working area, in or near the workshop and garage, or within confined areas. Never walk under machines and lifting loads.

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When accessing the system, make sure that carrying tools and materials, for example, does not lead to unsafe situations.

At installations and / or machines, be aware of sharp and pointed parts, narrow passages, rotating parts, the presence of the required shields, height differences in the walkways, that shutters in walkways are always closed and special warnings. Turn off the workstation where necessary.

3.2.16 Working hours and rest periods

The CT is responsible for complying with the working hours and rest periods of its personnel and/or those of its subcontractor in accordance with the Working Hours Act. CT must keep a daily record of the hours worked by its personnel on a registration list. A copy of this list must be submitted to the responsible client. If checked by the Social Affairs and Employment Inspectorate (SZW), the list must be submitted to the inspector.

3.2.17 Overtime

The CT must always have permission from the EECV contact person to carry out work outside the set day shift times. Overtime may only take place after the appropriate registration list has been signed for approval by the EECV contact person.

It is emphasised that no overtime should be performed on the sites without the consent of the EECV contact person. If personnel wish to enter the sites after day shift and/or at weekends, access will only be granted by the security officer if this has been notified in advance by the EECV contact person.

3.3 Rules for work on site

3.3.1 Work equipment

Work equipment is understood to mean all devices, machines, instruments and tools that are used in the workplace. Only well-maintained and demonstrably periodically approved work equipment may be used on the sites. Work equipment must comply with the references from chapter 7 of the Working Conditions Act and NEN 3140.

The CT must ensure that gas and oxygen cylinders, electric hand tools and equipment are safely closed/stored at the end of the working day.

Work equipment that is defective and/or damaged must not be used and must be removed from the workplace immediately.

You are not permitted to connect electrical installations of third parties to the EECV grid without permission of EECV. When accessing the system, make sure that carrying tools and materials, for example, does not lead to unsafe situations.

Work on or near installations and equipment must first be approved by the management of EECV. This also applies to excavation work, pile driving and drilling holes.

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Installations in operation must not be left unattended. Unattended installations that are out of operation must be secured against unauthorised use.

The use of materials, machines or tools that are the property of EECV by third parties requires the permission of the person in charge of the ordering service. Operation, use or switching is not permitted without permission, training and/or instruction.

3.3.1.1 Explosion-proof lighting, equipment and material

The use of explosion-proof lighting, equipment, material, tools and/or mobile telephones is mandatory in places located in the so-called explosion areas, recognisable by the pictograms signs placed there.

3.3.1.2 Use of electrical equipment in confined spaces

In confined spaces with mainly conductive walls, ceilings and/or floors with which one may come into contact, only a safe voltage of maximum 50 V AC or 120 V DC may be used in a dry environment or an isolating transformer.

For electric welding, direct current from a welding inverter or alternating current from a welding transformer must be used. Power sources must be earthed and located outside the confined space.

Working in a confined space is only permitted with the permit entry / working in a confined space.

3.3.1.3 Use welding equipment

For the use of welding equipment, please refer to the appendices.

3.3.1.4 Electric grinders

For the use of electric grinders, please refer to the appendices.

3.3.1.5 Inspection of electric hand tools and equipment

Electric hand tools and equipment must be inspected annually in accordance with the applicable guidelines (NEN 3140). The CT is responsible for the timely inspection of its electrical equipment. This equipment must be provided with a valid inspection sticker.

3.3.1.6 Check before use

Immediately before use, the user must check that the power tools, hand lamps, mobile power tools, temporary distributors and mobile power lines are in a good state of repair and comply with the following conditions:

- The electrical equipment must be intact, clean and dry;
- the electrical equipment must be fitted with a valid test sticker;
- connectinglines or movable lines are not damaged or repaired;
- The connecting lines are properly routed in the housing or housing and socket, no loose conductors are visible;
- external earthing must be properly connected to a designated earthing point.

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Electrical work equipment or equipment that is damaged must not be used and must be removed from the site. Malfunctions of temporary electrical installations must be rectified by qualified and properly trained personnel or by an EECV approved electrical CT.

3.3.1.7 Electrical safety of mobile units according to NEN 1010.

Aggregates are used in environments where there is not always a high-quality safety ground. In many cases, it is difficult or impossible to install an earth pin to create a grounded grid system for the mobile generator. As a result, it cannot be guaranteed that the earth leakage circuit breaker at 30 mA will be used for personal safety.

For further information, please refer to the appendices.

3.3.1.8 Safety earthing

Safety earthing is an additional grounding in the form of a conductive connection that is applied between external metal parts of electrical appliances and the earth. However, safety earthing is not only applied to electrical appliances. Safety earthing is also mandatory for scaffolding. This is to prevent scaffolding from being electrically energised for long periods of time when they come into contact with uninsulated electrical installations or are struck by lightning.

Earthing is also mandatory for large metal sea containers. This is because lighting is usually installed in sea containers. Sometimes people also work with electrical devices in sea containers. If the sea container comes into contact with an uninsulated part of an electrical installation, the electrical current will flow to earth through the safety earth.

3.3.2 Securing and releasing work and installations

If work is to be carried out on or near an (electrical) installation, it must be ensured that this installation cannot move (unintentionally) or that contact with the energy source can take place (voltage-free, depressurised, free of mechanical energy).


The High Risk Work Procedure has been drawn up for this, which refers to specific regulations and instructions.

This applies to both company's own staff and third-parties. The application of this procedure is therefore made mandatory through work instructions for standard work as well as through the application of the Safety Check and the EECV permit.

3.3.3 Working on or close to rotating installations

Working on or close to rotating installations must be avoided and installations must be secured (see 4.3.2). If it is necessary for the work to be carried out that the installation is running, the work may only be performed if the CT is in possession of a permit.

Working on or near installations in operation refers to working on installations which, when running, moving or starting up the installations, constitute a danger to the employee who has to carry out the work. E.g. under and near rotating parts, without being shielded, carrying out repairs, adjustment work, inspections or the investigation of malfunctions.

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Be aware of machines that can suddenly (automatically) start to drive or move. The movement of rail-bound machines and the start-up of installations is indicated by an acoustic signal.

The following rules apply in the vicinity of conveyor belts:

- Always use the appropriate underpasses or transitions: e.g. at the sea quay;
- The starting and/or moving of installations is preceded by an acoustic signal;
- Only carry out work on conveyor belts after the belt has been safely secured in accordance with the procedures;
- In emergency situations, the tyre may be stopped by the emergency pull-out line located on both sides of the tyre.

The High Risk Work Procedure has been drawn up for this purpose; it refers to specific regulations and instructions.

3.3.4 Hazardous substances

Prior to the use of hazardous substances or when hazardous substances can be released during work, CT is provided with all safety-related information, in particular the risk assessment, operating instructions and relevant safety data sheets. The CT must submit this information to the responsible client prior to the work.

The High Risk Work Procedure has been drawn up for this purpose; it refers to specific regulations and instructions.

3.4 Liability statement

The conditions of liability and the resulting costs are described in the Purchase Conditions of EECV. The "General Purchase Conditions" can be obtained from the Purchase Department.

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4 Environment and Energy

The CT must carry out its work in accordance with the statutory regulations in such a way that adverse effects on the environment and the surroundings are prevented during the execution of the work. If adverse effects on the environment and the surrounding area can be expected, this should be agreed in advance with the SHEQS department. In case of questions concerning the environment, CT can contact the SHEQS department. In addition, the CT, together with its employees, contributes to the improvement of EECV's energy efficiency through a conscious and economical use of energy.

In general, the CT takes care of order and tidiness, including:

- ensure a clean and tidy workplace before, after and during the work;
- Do not wear loose long hair, loose clothing (pieces) or jewellery or other objects that pose a risk to the person wearing them;
- keeps escape routes and access to emergency facilities clear of obstacles.

4.1 Waste

The CT is required to keep waste separate (e.g. paper, wood, scrap, household waste, etc.). If there are quantities of waste that do not justify the use of collection containers, an agreement should be made with EECV on how to deal with this waste. In the event of ambiguity, coordination with EECV must take place. The incineration of waste, as well as the storage of waste outside suitable facilities, is prohibited on EECV's site.

4.2 Soil and water

The CT must organise its activities in such a way that no contamination of the soil and surface water occurs. When storing hazardous substances, the CT must at all times ensure the protection of the soil and the protection against soil contamination. The storage of hazardous substances must comply with the requirements of the PGS 15 directive.



4.3 Air and sound

The CT must behave in such a way as to prevent perceptible air pollution or noise. This applies both on site and in the immediate vicinity of EECV. If adverse effects in the vicinity are foreseeable, this must always be agreed in advance with the client. Where necessary, support can be requested from the SHEQS department.

4.4 Environmentally relevant events

An environmental incident is an incident in which dangerous or polluting substances are released. This may include the release of gases or vapours, liquid leaks in the soil, dust nuisance from storage or transport, but also noise nuisance. An environmental incident can be the result of another incident, e.g. a fire or explosion.

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Report incident with details via 112 from a fixed internal device (see 1.4) to the Control Room Supervisor.

4.5 Energy efficiency

Within the framework of the ISO 50001 2011 standard, employees and third parties are made aware of energy-saving actions and measures in the field, and the office of EECV.

The demonstrable presence of documents showing that the CT is proactively working on energy saving measures can be a criteria that is taken into account in the outsourcing of activities/services.

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5 Organisation of the workplace / construction site

5.1 General

The construction and equipment of a construction site requires the approval of EECV. This approval is granted by the client of EECV. The client also allocates the places for storage, assembly and personnel accommodation.

The laying and connection of pipes (gas, water, waste water, electricity) and the installation of scaffolding must be coordinated and aligned with the management of the technical department.

All facilities relating to purchase, washing and/or changing rooms must be provided by the CT, unless otherwise stipulated during specific projects. It is assumed that EECV facilities are not available to CT personnel.

For the placement of temporary accommodation such as chain, porta-cabins, romney warehouse, etc. it may be necessary for the person in charge of the relevant business unit of EECV to apply for a permit from the designated municipal authority. After permission has been given, an accommodation may be placed.

For accommodation that can be used by more than 50 people at the same time, the designated EECV officer must apply to the designated municipal authority for a permit to use the accommodation.

Specific rules apply to the placement of temporary accommodation in the Europoort-Botlek area. Please refer to the brochure published by Deltalinqs entitled "Guidelines for temporary accommodation". This procedure can be requested from the EECV contact person and/or the SHEQS department.

5.2 Power supply

Switching and distribution devices for temporary facilities shall at least comply with the following requirements (NEN 1010):

- are made of plastic material;
- suitable for outdoor use, with a minimum degree of protection of IP 55 (International Protection Rating for waterproof);
- are mounted on a freestanding metal supporting structure fitted with an earth ridge;
- are equipped with a rain roof;
- are equipped with a 4-pole main switch with padlock device in the "off" position;
- each output supply field with a nominal current of 125 A and lower must be equipped with a 4-pole switch and a connection box with terminal block for connecting the cable conductors;
- every CEE type (Central and Eastern Europe) socket with a nominal current of 125 A and lower must be equipped with a 30 mA circuit breaker;
- The following requirements apply to the use of temporary electrical lighting:

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- they must be positioned in such a way as to prevent a fire risk situation from arising;
- halogen lamps should be fitted with a cage construction;
- The use of explosion-proof lighting is mandatory in hazardous areas;
- the lamps must be approved for use.

5.3 Water

The CT is primarily responsible for the supply of water unless otherwise stipulated during specific projects. It is assumed that EECV facilities are not available to CT's personnel.

5.4 Waste management

For the removal of materials, goods and/or waste materials, for which it has been agreed that these will be removed by CT, one must comply with the procedure drawn up for this purpose "Removal of goods". A copy of what has been disposed of is sent to the Purchasing and Warehouse Department so that they can process it for reporting to the government.

6 Fire safety

Work with a fire hazard means the following work: welding, thermal cutting, thermal spraying, grinding, soldering, bonding with hot glue and defrosting with an open flame.

For work with a fire hazard (hot work), EECV has drawn up the "Hot Work" procedure (with the corresponding instruction (s), forms and documents). A permit is linked to this work.

Preventive fire and explosion protection measures must be taken:

- reduce the risk of fire starting;
- ensure early reporting and successful firefighting;
- limit fires to the smallest possible area;
- limit consequential damage.

The High Risk Work Procedure has been drawn up for this purpose; it refers to specific regulations and instructions. These can be requested from the person in charge of the client.

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7 Using material of CT at EECV

If the CT uses its own work equipment (machines, equipment, work tools, materials, workstations (PC and associated accessories) for the work to be carried out, it must identify and mark these in such a way that there can be no doubt that the work equipment actually belongs to the CT.

A registration list must also be drawn up for all own work equipment, which must be shown at the request of the Porter. This list will at least state the type of work equipment, type of marking and the inspection date.

If the method described above is not workable for CT, another method can be developed in consultation with EECV.

The import of weapons, parts of weapons, ammunition, pyrotechnic products, animals and waste is prohibited.

8 Scrap

The steel, cast iron and non-ferrous scrap resulting from the provision of services remains the property of EECV, unless otherwise contractually agreed. The scrap must be disposed of in the appropriate EECV waste container.

9 Use of EECV facilities

Materials and facilities supplied by EECV may only be used for the contract for which they were supplied. If it is necessary to leave EECV's sites with EECV's equipment, CT should make a declaration to the responsible client of EECV.

9.1 Technical gases


The technical gases such as oxygen and welding gases required for carrying out work at the factory are made available by EECV.

The introduction of your own compressed gas containers is not permitted. Technical gases which in exceptional cases cannot be supplied by EECV are determined at the entrance check as the property of the CT if this is absolutely necessary for the performance of the work.

9.2 Equipment, scaffolding, working platforms

Equipment, scaffolding, work platforms and other work equipment provided by EECV must be returned to the responsible client after the work has been completed.

Damage caused to the above-mentioned equipment will be repaired or, if required, replaced at the expense of CT.

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Decision of the EECV policy on the re-examination of scaffolding and work platforms if:

- o There is doubt about safety
- o The position is adjusted, moved or moved
- o If (large) forces have acted on the position (collision, storm, etc.)
- o 2 weeks have passed since the build-up or the last reinspection.

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10 Deployment of vehicles and tools

For identification purposes, all vehicles, conveyors and trailers must be equipped with a distinctive mark and/or registration number. Inspection must have taken place within the legal deadline.

Use means of transport, materials (such as gas cylinders), tools and the like in such a way that the safety of man and machine cannot be endangered by them. An employee who operates a vehicle which, according to current legislation, may only be operated if the employee is authorised to do so, must be able to prove this at all times.

All vehicles/mobile equipment on site must be equipped with reverse warning systems.

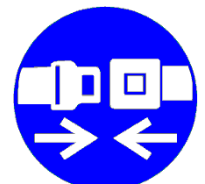
When working with an AWP, it is mandatory to use PPE to prevent falls from heights.

For the use of vehicles and tools, EECV has drawn up the instruction "Transport aids and vehicles". This instruction can be obtained from the person in charge of the client of EECV.

11 Traffic rules


On the EECV site, the road traffic regulations apply unless otherwise indicated. Specifically applies:

- on the map are the driving routes (via the paved road) indicated. Driving over the site outside these routes (unpaved road) is prohibited unless explicitly authorised by EECV;
- the use of a seatbelt is mandatory;
- The **maximum speed** on the site is:
 - 30 km/h on paved roads;
 - 15 km/h on unpaved roads and on the road along the sea quay;
 - in the case of dust formation, the speed must be further reduced;
- Be mindful of the **limited clearance** heights on certain routes;
- persons may only be transported in vehicles intended for the carriage of passengers;
- **EECV's** moving installations and **large commercial vehicles have priority** and make sure you are seen by the driver of large machines;
- only park in designated or approved places; Do not park vehicles in the roadway and within the working range of machines;
- It is prohibited to block the passageways, roadways of machinery, escape routes and access to emergency equipment;
- Everyone is obliged to comply with the safety instructions, regulations and warning signs;
- It is prohibited to move, remove or block warning signs or safety devices.



12 Settlement

The method of settlement is part of the contract or the order.

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13 Data protection


The CT undertakes to keep confidential everything that comes to its knowledge on the basis of its assignment concerning EECV or its plans or activities.

The CT is prohibited from making drawings or other documents relating to the work available for inspection or copying to third parties without written permission from the EECV contact person. EECV will only give this permission if, in its opinion, this is required for the proper execution of the work or to comply with mandatory legal obligations. These documents remain the property of EECV and must be returned upon completion or completion of the work together with any copies made.

Publications in trade journals, daily newspapers, weekly magazines and the like about work to be carried out and / or performed, taking photos and / or video recordings is not permitted without the permission of a member of the board. The CT guarantees that this is also taken into account by its staff and those of its subcontractor.

14 Compliance Statement

The CT must meet thyssenkrupp's compliance requirements and ensure that employees, subcontractors, temporary employees or other third parties working on behalf of third parties also adhere strictly to thyssenkrupp's compliance guidelines. The same applies to all operational requirements and specifications of thyssenkrupp, which the CT must comply with in order to protect the business secrets, even after termination of the business relationship with third parties.

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15 Related documents

The following documents can be found via our websites www.eecv.nl:

- General Terms and Conditions of Purchase
- Basic information for your own safety at EECV
- EECV Occupational safety and health policy
- EECV Environment and Energy Policy
- EECV General Rules on Safety and Environment
- Checklist on Working Circumstances (Contractors)
- Checklist VCU (Employment Agencies)
- EECV Safety check

16 Appendices






This document contains the following appendices:

- 16.1: Personal protective equipment
- 16.2: Requirements for the use of welding equipment
- 16.3: Requirements for the use of electric grinding wheels
- 16.4: Electrical safety of mobile units according to NEN 1010

16.1 Personal Protective Equipment

Working safely sometimes requires the use of personal protective equipment (PPE). PPE's come in all shapes and sizes. Choosing the right equipment with the best protection is essential. After all, good PPEs provide maximum protection for the body/body parts against hazards in the workplace.

The table below shows which personal protective equipment (PPE) is available at EECV and in which situations it is mandatory to use it. The pictograms indicating when the use of an additional PPE is mandatory are also given.

TYPE	PURPOSE	PICTOGRAM	EXAMPLE
Head protection Wearing a safety helmet is always compulsory, with the exception of safe walking routes and in offices.	Preventing injury from falling objects or impacts		
Safety shoes Wearing high safety shoes from class S3 is, with the exception of the safe walking routes and in offices, always mandatory.	Preventing injury from impacts, entrapment, falling or falling objects, stepping on pointed or sharp objects or as a result of hot or corrosive liquids or substances.		 



Eye and face protection

Safety glasses

Wear safety glasses with side caps. The glasses must therefore be attached. Exemption (unless otherwise indicated) applies only to control rooms, offices, indicated safe walking routes and closed cabins.

Safety glasses with dark shades are not allowed in buildings and should not be worn after sunset.

Face shield

The use of a face shield is mandatory:

- work with reactive chemicals (also applies to those who help with this);
- cutting and grinding work;
- high-pressure work;
- work with a chainsaw.

Welding glasses.

Welding glasses are mandatory for autogenous welding, burning and / or cutting.

Preventing eye damage.









Preventing eye damage.








Preventing eye damage.



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<p><u>Welding cap.</u></p> <p>A welding cap is mandatory for electric welding.</p>	Preventing eye damage.		
<p>Respiratory protection</p> <p>Respiratory protection is required if there is a risk of harmful substances entering the body through the respiratory system. These substances can be solid, liquid or gaseous.</p>	Prevent poisoning by very finely divided dust that we breathe or by inhaled gases or mists.		
<p>Hand protection</p> <p>Hand protection, such as gloves, welding gloves, liquid-proof gloves, etc. must be worn by employees if there is a danger of hand injury from sharp objects, hot or cold surfaces, liquids such as acids, alkalis and other liquids that are harmful to the skin or can be absorbed by the skin.</p> <p>Caution</p> <p>Hand protection must be adapted to the hazards</p>	Preventing hand injuries.		



<p>and risks that (may) occur during the work.</p> <p>Gloves must not be worn if there is a risk of being caught by rotating work pieces or machines such as drills, lathes, etc.</p>			
<p>Protective clothing Flame retardant clothing, chemical resistant clothing, welding clothing, heat and cold resistant overalls, electrically insulating clothing, aprons, etc. must be worn by employees when working with or in the vicinity of substances that can cause skin damage or that can penetrate the human body.</p>	<p>Preventing injury from burns, irritation, hypothermia, electric shock, etc.</p>		
<p>Fall protection From 2.0 metres, EECV speaks of working at height. In that case, specific measures are needed to prevent the risk of falling... When working at a height of less than 2.0 metres, fall protection is also mandatory when there is an increased risk of falling, for example when working above water, on traffic routes or near protruding parts.</p>	<p>Preventing injury from falling from a height.</p>		

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Life jacket Wearing a life jacket is mandatory if work is carried out within 2 metres of the water's edge, above the water's surface and when working on barges.	Preventing injuries from getting into the water		
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Inspection obligation

Certain PPE must be inspected periodically in accordance with statutory regulations. EECV has the duty to ensure that the required inspections are carried out on time. Employees/CT are responsible for the control of personally issued PPE.

Employer's obligations

The employer:

- Provides PPE free of charge to its employees.
- Provides the required information and instruction on proper use and maintenance.
- Indicates where PPE should be used.
- Supervises correct use.
- Makes agreements about maintenance and replacement.

Employee's obligations

The employee is obligated to:

- Use the PPE provided.
- Participate in information and instruction.
- Maintain and store PPE correctly.

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D. Related Documents

- Integral Management Manual (IMH)
- Policy Statement EECV General (IMH)
- Contractors Manual
- Visitor rules
- Emergency plan EECV
- Various procedures, instructions and forms

16.2 Requirements for the use of welding equipment

The following requirements apply to the use of welding equipment:

- Position earth terminal as close to the work piece as possible;
- Welding processes produce welding fumes that contaminate the working environment;
- Ensure proper ventilation or respiratory protection;
- Protect the face and eyes with a suitable welding helmet, fitted with welding glass with the appropriate protective filter;
- In addition to the standard PPE, wear additional PPE such as a leather front apron, welding gloves, etc.;
- Provide a work environment free of flammable material and put a fire extinguisher within easy reach;
- Use welding screens or blankets to protect the environment against sparks and radiation;
- gas cylinders must remain outside a confined space.

The voltage provided must meet the following conditions: DC voltage of maximum 20 V without ripple or 110 V with a ripple of maximum 1.5% AC voltage of maximum 50 V when interrupting the welding current. If this is higher than 50 V, a voltage reducing relay must be used.

The following requirements apply to electrical welding units and diesels:


- If an electric welding unit or welding diesel is equipped with sockets that have a dangerous voltage, this voltage system must be based on an earthed system;
- The pump-engine unit must be equipped with earth leakage switches with a maximum response current of 30 mA. The pump-motor unit must be earthed using the appropriate external cable in order to ensure the proper functioning of the residual current device. Failure to earth the pump-motor unit can lead to unsafe situations;
- The electrical components on the outside of the generator or unit must have a protection rating of at least IP 44 (splash-proof);
- diesel-powered engines must be equipped with a particulate filter (DME) and a spark arrester on the exhaust.

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16.3 Requirements for the use of electric grinders

The following requirements apply to the use of electric grinders:

- electrically-powered grinders may not be provided with a locking knob, unless the grinder is smaller than 127 mm for an angle grinder or 55 mm for a straight grinder;
- For grinders with a power of 1000 W and above, the control switch must have a lock in the "off" position, so that the grinder cannot rotate if the control switch is accidentally touched;
- The protective cover must protect the grinding disc by at least 180°. Do not sharpen without the protective cap;
- The use of hearing and face protection is mandatory;
- harmful fumes or substances can be released when grinding certain materials. In that case, use must be made of ventilation and / or respiratory protection;
- Provide a work environment free of flammable material and put a fire extinguisher within easy reach;
- Protect environment from sparks if necessary.

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16.4 Electrical safety of mobile units according to NEN 1010

Aggregates units are used in environments where there is not always a good quality protective earthing. In many cases it is difficult or not possible to install an earth pin to create an earthed mains system for the mobile generator. As a result, it cannot be guaranteed that the earth leakage circuit breaker at 30 mA will be used for personal safety.

In order to guarantee the safety of the users in this situation, the way to obtain this safety is indicated in sections 551 and 411 of the NEN1010. Sections 551 and 411 of the NEN1010 (October 2007 edition) can be summarized as follows:

- Where a mobile aggregate (which supplies alternating current to the output) is used, for which a good protective earthing is not possible, an IT system must be applied. An IT system is a floating network system in relation to earthing. The star point of the generator is not connected to the earthing;
- To obtain an automatic switch-off in a TN, TT and IT system, an earth leakage circuit breaker of at most 30 mA must be used according to section 551.4.4.2.
- **Caution! An RCD in an IT system is dangerous, it does not work.** An RCD in an IT system only works if the capacitive coupling between conductors carrying the current and ground is many times greater before the RCD than after the RCD. Practice shows us that in 99% of all cases this is not the case;
- In order to obtain an automatic shutdown with reliable personal security in an IT system, the correct solution is to use an isolation monitoring device that complies with the following:
 - The insulation monitor must automatically switch off the power supply to the network to be monitored in all conductors in the event of a first/second fault if the insulation resistance of this network falls below a pre-set value;
 - The adjustment of the insulation guard must be possible with special tools and / or protected by a code. (An inexperienced person cannot just change the settings).