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| <b>RWE</b> | <b>WIND ONSHORE (Europe &amp; APAC)</b><br><b>HSE Requirements for Contractors Working on</b><br><b>RWE Renewables Onshore : Wind, Solar &amp; Battery</b> |         |          | Documento    ANB-EH_HSE001_IT              |
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*WIND ONSHORE (Europe & APAC)*

*HSE Requirements for Contractors Working on RWE Renewables Onshore :  
Wind, Solar & Battery Sites Terms & Conditions*

*Terms & Conditions (IT version)*

Prepared: \_\_\_\_\_

Checked: \_\_\_\_\_


Released: \_\_\_\_\_

| Document applicable for |   |
|-------------------------|---|
| Onshore                 | X |
| Development             | X |
| Projects                | X |
| Operations              | X |
| Enabling Functions      | X |

| REV | Issue Date | Modification   |
|-----|------------|--|
| 00  | 10/01/2018 | TPA HSE Requirements T&Cs specific document issued for iTPA contracts(   |
| 01  | 19/06/2019 | Updated to align with iTPA: Including GWO Training and lifting exclusion zones   |
| 02  | 01/08/2019 | Addition of "Basic Lift" and "Complex Lifts to Definitions/Interpretation. New-Forestry and Arboricultural Work section. Addition of Legionella. Note added to Fire Section regarding requirements.  |
|     | Feb 2021   | Formatting of document to include RWE logo and Innogy Re-newables replaced with RWE Renewables. Document Title expanded to align with current COO structure, Onshore Wind to Onshore : Wind, Solar & Battery Sites. Content remains the same, revision number unchanged. |


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## "Lifting Accessories"

## ABBREVIATIONS

ACOP

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|        |   |
|--------|---|
| LV     | Low Voltage (A voltage not exceeding 250 volts)                             |
| MS     | Method Statement  |
| MV     | Medium Voltage (A voltage exceeding 250 volts but not exceeding 1000 volts) |
| NRSA   | New Roads and Street Work Act   |
| PASMA  | Prefabricated Access Suppliers and Manufacturers Association                |
| PPE    | Personal Protective Equipment   |
| PUWER  | Provision and Use Of Work Equipment   |
| RA     | Risk Assessment   |
| RAMS   | Risk Assessment Method Statement  |
| RCA    | Root Cause Analysis   |
| RIDDOR | Reporting of Injuries Diseases and Dangerous Occurrences Regulations        |
| SSoW   | Safe System of Work   |
| SWL    | Safe Working Loads  |


The purpose of this document is to communicate the minimum requirements and expectations of the Employer in the application of health, safety and environmental standards on its Sites.

This document is intended to promote the health and safety of Contractors and their employees by establishing minimum standards for control and specific requirements to avoid danger from hazards during Contract work on the Employer's Sites or premises.

In the Contract RWE Renewables may provide additional health and safety information to the Contractor regarding the specific Contract work. This document describes the arrangements required of the Contractor for the management of health and safety and highlights the most common hazards and hazardous activities encountered during work on RWE Renewables Onshore sites together with the minimum acceptable standards for control to be exercised by the Contractor. The hazards and hazardous activities identified within this document are not to be considered exhaustive, but it contains those most frequently encountered and most likely to cause injury or ill health.

## 2 STATUTORY AND CONTRACTUAL RESPONSIBILITIES

The Contractor shall ensure that its employees, those of its sub-contractors and any other agent acting on behalf of the Contractor comply with all applicable aspects of health and safety legislation.

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Compliance with the provisions of this document shall not relieve the Contractor of any of its responsibilities under the Contract, nor of any obligation imposed upon it by any local law, legislation or regulation. The Contractor shall also ensure the achievement and maintenance of the health and safety standards contained in Approved Codes of Practice, recognised industry guidance and best practice documents.

## 2.2 CONSTRUCTION WORK

The Employer will advise in the Contract if the work to be carried out is defined as construction work.

If the work is defined as construction work then specific legislation covering construction health and safety may apply.

## 2.3 CONTRACTOR'S REPRESENTATIVE FOR HEALTH AND SAFETY

The Contractor shall nominate a senior person to be accountable for meeting all contractual and statutory obligations for the health and safety of its own and sub contractor's employees and other persons affected by the Contract work.

## 2.4 HEALTH AND SAFETY PLAN

The Contractor shall prepare and submit a contract specific health and safety plan.

The health and safety plan shall be submitted to the TO at the time stated in the Contract, or if no such time is specified, at least 2 weeks prior to commencement of work on site. The extent of the plan should be appropriate to the nature and complexity of the work to be undertaken.

If the Health and Safety Plan is deemed to be insufficient or unsuitable by the Technical Officer, then the Contractor shall modify the plan.

The Health and Safety Plan must be accepted by the Technical Officer prior to the work commencing.

The plan should explain in detail how health and safety will be managed during the contract works and make reference to the relevant HSE Guidance.

In particular the plan should include:

- The organisational arrangements, identifying the Contractor's staff to be primarily responsible, for the management of health and safety on site,
- The contractor's arrangements for ensuring the competence of employees and subcontractors,
- Arrangements for the site induction training,
- Arrangements for the assessment of risks to health and safety and copies of relevant assessments to be added to the project site folders during the project execution,
- Details of preventative measures for the control of all reasonably foreseeable hazards and hazardous activities that may be encountered during the works, The hazards will include those highlighted by RWE Renewables in the specification together with those that may arise due to the contractor's activities on site. The control measures shall meet the standards laid down in subsequent sections of this document,
- Arrangements for making amendments to risk assessments, method statements and controls following any changes to work plans,
- Details of general health and safety rules to be observed by employees and subcontractors,
- Arrangements for communicating with employees and other contractors on matters affecting their health and safety,
- A list of activities for which individual method statements will be developed and the arrangements for vetting method statements provided by sub-contractors,
- First aid, welfare and emergency arrangements,
- Arrangements for monitoring compliance with health and safety requirements,
- Arrangements for review of the plan

It should be noted that ultimate responsibility to plan for health and safety is with the Contractor.

The TO may, for short duration, low risk work, permit the contractor to submit a shortened version of the health and safety plan described above.

## 2.5 RISK ASSESSMENTS AND METHOD STATEMENTS RA/MS



















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The Contractor must ensure that their personnel have access to suitable welfare facilities. The Employers facilities available to the Contractor shall be those set out in the Contract.

Caravans are not permitted on the Site.

Personnel are not permitted to stay on the Site overnight unless they are part of an agreed security regime or performing other working duties with the Employer's prior written agreement.

All Contractor accommodation must bear an approved notice board carrying:

- Company name
- Project name
- Postal address of main office.
- Telephone number of main office and an Emergency contact number

#### 4.15 SECURITY

On construction sites the Principal/Main Contractor is responsible for the security on Site. The Contractor should assess the Site and what security arrangements should be in place. The assessment must consider not only theft, vandalism, graffiti etc. but also unauthorised access and in particular children accessing site.

When work is taking place on an operational Onshore Site the Contractor is responsible for ensuring that each asset (e.g wind turbine, battery storage) and any auxiliary buildings (i.e. control room/substation) are locked and secured.

The Contractor should also ensure that any gates are closed at all times.

## 5 BARRIERS, GUARDS, SCREENS AND NOTICE

Wherever barriers, guards and screens are erected, the Contractor shall display suitable notices to denote the hazard within the restricted area.

These shall conform to any country specific requirements.

The Contractor must not move any barriers, guards, screens or notices erected by others without the permission of the TO and the contractor/person responsible for the barrier.

In particular the Contractor must not remove any guards on machinery which will expose moving parts without the consent of the TO.

The removal of guards exposing moving parts should only be done in exceptional circumstances and a documented risk assessment must be in place detailing the control measures against the hazards of moving machinery.

No substation boundary fence or the ground adjacent to the fence shall be disturbed without permission of the TO.

No parking is allowed within 1m of a substation fence.

## 6 EXCAVATION

The Contractor shall not carry out any excavation work on the Employers operational sites without consulting the TO. Excavation work on the Employers construction sites will fall under the control of the Principal/Main contractor but the requirements set out below should still be followed.

Prior to the commencement of any excavation work, the position of all underground services must be established and physically marked as appropriate.

The Contractor must follow industry guidance.

On development and operational sites breaking the ground is classified as excavation work.


For excavation work on an Onshore site a request to break ground must be requested by the Contractor from the TO.

Once all the requirements of the request to break ground have been met, the Contractor can commence the excavation work.

The Contractor must risk assess all excavations and provide appropriate edge protection, which must be agreed to by the TO.

Where appropriate the contractor shall display excavation signage (pictorial and written signage) on the edge protection.



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Where the site is poorly lit or the excavation is in close proximity to traffic routes then these barriers should be easily seen and should be retroreflective or have retroreflective material on them.

The barriers must be appropriate for the site and the hazard it is guarding.

The Contractor must ensure that the excavation is safe from collapse.

Where necessary the sides of the trench should be supported by the use of trench box, sheet piles or similar standards.

## **7 SCAFFOLDING AND SAFE MEANS OF ACCESS**

### **7.1 GENERAL**

Temporary means of access and scaffold structures shall comply with the requirements of country specific regulations and industry guidance

Scaffolders and scaffold inspectors employed by the Contractor must be trained under nationally recognised certification schemes.

For designed scaffold a site specific, method statement and risk assessment must be submitted at least 7 days prior to commencement on Site.

These documents will be reviewed by the TO and any reasonably requested amendments must be made to the documentation before work commences on Site.

The method statement must include:

- details of supervision that will be allocated to Site,
- qualifications of all scaffolders allocated to the project,
- details of procedures for the rescue of an individual who has fallen and is suspended in their harness,
- strength and stability calculations in accordance country specific guidance
- any location where a safety net will be attached to the structure (if applicable).

The Contractor shall allow for staircase structures to be built into the scaffold when the it is more than 2 lifts high.

Where this is not practicable, the Contractor shall highlight these locations in the Contract.

Where structures cannot be accessed by a stair tower, the Contractor must include for a self-closing gate system at all ladder access points.

### **7.2 INSPECTIONS / SCAFFOLD TAGS / HANDOVER AND CERTIFICATION**

Scaffolds and staircase structures shall be supplied with a scaffold tag indicating erection and inspection dates.

The tags must be fitted at all access points onto the scaffold / staircase.

The Employer requires a handover certificate to be issued upon completion of the structure or phase to which the certificate applies.

Any scaffold which remains erected for more than one week should be inspected every 7 days; after bad weather which may have an effect on strength and stability and after any major alterations.

The inspection is to be carried out by a competent person and a register of such inspection(s) to be retained on site for inspection by the Employer if requested.

After alterations the Contractor must display on the scaffold a 'DO NOT USE' sign until it has been inspected and accepted as a safe structure.

Under no circumstances will any person, other than the appropriate scaffolding competent person, alter a scaffold.

Scaffolding adjacent to exposed high voltage conductors shall only be erected, and used and moved after the risks have been assessed and a SSoW is in place.

Any Contractor wishing to make use of scaffold not erected by themselves or their sub-contractor must ensure that permission has been granted by the Principal/Main Contractor for construction sites or the TO for operational sites and that the structure will support the loads to be imposed.


### **7.3 LADDERS AND STEPS**

Ladders and steps should only be used for access and short duration work and only after a specific risk assessment has demonstrated that use of more suitable work equipment cannot be justified.







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All mobile plant (including Fork Lift Trucks) shall be fitted with both visual warning (e.g. flashing yellow beacons) and audible warning devices.

The Contractor shall take reasonable steps to ensure unauthorised persons cannot use vehicles and mobile plant.

The Contractor shall ensure that any plant brought to site is regularly inspected maintained and complies with the applicable country specific regulations.

Where vehicles are to be used in the vicinity of overhead power lines the Contractor must not start work until suitable control measures are in place to prevent coming into contact or near the overhead lines.

Country specific guidance shall be followed.

The use of Quad bikes is specifically prohibited.

## 14.2 MOBILE CRANES

No mobile crane, or similar lifting device, may enter the Site without the permission of the TO for operational sites or the Principal/Main Contractor for construction sites.

The Contractor shall ensure that any mobile crane brought on Site - whether owned or hired by the Contractor - has appropriate test certification and reports of thorough examinations and inspections.

Crane drivers, crane supervisors and slingers/signallers shall be trained, competent and have available a certificate of competence issued by recognised training scheme

All certification and reports for the crane and personnel shall be available to the TO on request.

The Contractor shall carry out all work with cranes in accordance with the country specific regulations.

The Contractor shall ensure that all lifting operations are planned before the operation begins.

Such plans will be completed by a competent person to a level of detail commensurate with the complexity, weight etc. of the lifting operation and the associated risks.

The Contractor must at all times ensure that there is sufficient means of communication between both the crane operator and the signaller (banksman).

The signaller must be easily identifiable amongst the other workers (for example the signaller may wear a different coloured hi-vis or helmet).

Particular note should be made of load capacities underground structures – such as tail race and underground pipeline crossings – when planning lifts.

## 15 CONFINED SPACE

The TO will advise the Contractor in the Contract of any enclosed work area which is deemed by the Employer to be an actual or potential confined space.

If the Contactor's risk assessment shows that an area is an actual or potential confined space as defined in country specific regulation.

This may include preparation and issue of a permit if the confined space hazard is process derived.

The Contractor shall not enter any confined space without first contacting and obtaining the written permission of the TO for Onshore operational sites.

For construction sites the decision on whether it is a confined space rests with the Principal/Main Contractor.

In some circumstances the confined space may also be covered by the LV or HV Safety rules and the Contractor must ensure that the applicable control documents are in place.


## 16 FORESTRY AND ARBORICULTURAL WORK

Contractors that carryout forestry work must be competent for the work activities including a health and safety accredited management system that covers forestry/arboricultural activities in the scope of the management system.

Contractors that operate forestry machinery (mulcher, forwarders, chainsaws etc.) must have obtained the relevant nationally recognised qualification or competency card.

Supervisors/Managers should hold an appropriate managerial/supervisory qualification.

## 17 LEGIONELLA LEPTOSPIROSIS AND LYMES DISEASE

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Leptospirosis, also known as “Weil's Disease”, is a risk when working in damp conditions with possible rat infestation. Contractors should assess the risk on Site and ensures that site operatives are given appropriate briefing and information on risk management.

In addition, the Contractor assesses the risk for their work activities.

Lyme disease is an infection that can be transmitted through a tick bite.

The Contractor must ensure that site operatives are given appropriate briefing and information on risk management.

Legionnaires' disease is a type of pneumonia caused by bacteria. You usually get it by breathing in mist from water that contains the bacteria. Contractors must ensure water systems are designed and installed to ensure country compliance.

### 18 FLAMMABLE LIQUIDS AND GASES

Any flammable liquids and gases planned to be brought to, and stored onsite, will be discussed and agreed with the TO.

The Contractor shall provide a suitable storage area and such materials must not be stored anywhere else on the Site.

Any such area shall be in accordance with country specific guidance.

These requirements apply to all flammable materials e.g. acetylene, propane, petroleum, diesel fuel.

It is a requirement of the Employer that flashback arresters must be fitted to ALL flammable gas containers.

### 19 PROTECTIVE EQUIPMENT AND CLOTHING

The Contractor shall provide, use and maintain personal protective equipment and clothing as deemed necessary from the risk assessment of the work activities planned and with respect to the Employers site rules and other requirements set out in the Contract.

All PPE must comply with the relevant statutory requirements and EN standards.

The following specific requirements apply:

**Open Water** - when working in the vicinity of open water, approved life preserving jackets shall be provided and worn.

#### **Minimum PPE - wind turbine:**

When ascending/descending in a wind turbine the following PPE must be worn:

- Full body harness (EN361/EN358)
- Double Twin Tail Lanyard (Shock absorbing – EN355)
- Work positioner (EN358)
- Slider (EN353)
- Climbing Hard Hat (EN12492 & EN397) with head torch
- Safety Boots with good ankle support.

**Personal Fall Protection Equipment** – the Employer has the following requirements with regard to PFPE:

- Triple action double locking carabiners (EN362) should be used on all connection points onto the harness such as work restraint and fall arrest lanyards
- Double action single locking carabiners are only permitted when they form part of an existing vertical fall arrest system such as Latchways, Cabloc etc.
- Non-locking or single locking carabiners are not permitted under any circumstances.

### 20 NOISE

Although the operation of Onshore sites do not generally generate enough noise to require hearing protection there may be specific tasks during the construction and maintenance of an Onshore site that require hearing protection.


The Contractor shall notify the TO before bringing on to any operational Onshore site any plant or equipment that is likely to significantly increase overall site noise levels. In this situation, a suitable risk assessment shall be carried out and where appropriate, additional controls defined and applied.

### 21 HIGH PRESSURE WATER WASHING AND STEAM CLEANING

The Contractor may only use high pressure water washing apparatus with permission of the TO.





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|---|--|---------|----------|---|
|  | <b>WIND ONSHORE (Europe &amp; APAC)</b><br><b>HSE Requirements for Contractors Working on</b><br><b>RWE Renewables Onshore : Wind, Solar &amp; Battery</b> |         |          | Documento    ANB-EH_HSE001_IT<br>Revisione:                      02<br>Data Arch.                      19/12/2022<br>Pagina:                          24/26 |
|   | <b>Sites Terms &amp; Conditions</b>  |         |          |   |
|   | Prepared   | Checked | Released | Stato Approvato   |

## GENERAL SAFETY REQUIREMENTS

1. Comply with instructions, site rules and site safety signs
2. Report anything that seems unsafe
3. Wear appropriate Personal Protective Equipment
4. Keep your work area tidy and clean up when finished
5. Use the correct tools and use them safely
6. Report accidents and near misses
7. Think of the safety of others as well as your own
8. Do not take chances. IF IN DOUBT - ASK
9. Do not interfere with plant or apparatus
10. Do not bring any hazardous substance or material on to site without permission
11. Do not remove flooring or gratings without permission
12. Do not ride on vehicles that are not designed to carry passengers
13. Do not park vehicles in unauthorised areas





