

# ENVIRONMENTAL AND SAFETY RULES TO BE RESPECTED INTO THE STENA TECHNOWORLD SRL PLANTS

## Security access in the Plant and use with the company vehicles (Carries, maintenances, providers....)

All the people that enter into the Plant have the duty to take note about the information explained in this document and have to observe the obligations and the procedures suggested.

Also must be observed the indication gave from the Stena Technoworld's Staff.

In regard to those who are responsible for serious or repeated failure to comply with the requirements and prohibitions set out, the Direction will provide to the expulsion from the Plant.

To the entrance in the office, the external staff should arise in the reception for the registration and also should arise at the end for the communication of the exit from the Plant.

The external staff can enter and circulate in the Plant only with the authorization of the Stena's Staff and only in the areas and departments necessary to carry out the activities authorized.

Into the Plant there may be the presence of pedestrians, means for the handling of goods and operating machines and means for the transport of waste/goods and people.

Is important to, for safety purposes, to respect strictly the rules and the instructions below.

### RULES OF CONDUCT IN CASE OF ALERT/EMERGENCY

In emergency case, at the alert signal, always refer to the Stena's Staff and move toward the collection point indicated into the planimetry following the routes indicate by the special green signs.

During the evacuation should be taken a calm and orderly behavior, to avoid to linger to pick up objects and personal effects.

During the emergency situations, the handicapped and any injured will be assisted by the emergency team.

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## SAFETY MEASURES TO ACCESS IN THE PLANT AND THE USE OF THE MEANS OF THE COMPANY (CARRIES, MAINTENANCE, SUPPLIERS....)

- a) Forbidden to access to the Plant without Authorization.
- b) Forbidden to access to the Plant and to the load/unload zones without the appropriate personal protective equipment's (high visibility clothing, safety, DPI specify for the Plant/area).
- c) Obligation to respect the pedestrian paths, paying attention to the crossing and do not placing the means in a manner as not to make viable the pedestrian paths.
- d) During the displacement made by the vehicles in the external areas (external squares, parking areas, etc..) must be observe the rules of road traffic and the internal rules and in particular: progress with a moderate speed and pay attention to the transit of personnel and/or vehicles.
- e) Obligation to respect the speed limit into the plant, the vehicle's transit should be at a speed not exceeding to 10 km-h also to avoid any danger to the staff.
- f) Forbidden to enter into the Plant with the doors of the vehicles open or banks lowered.
- g) Forbidden to U-Turn in the streets with a one-way or to go in reverse for long stretches.
- h) Forbidden to drink, eat, smoke (only in the special areas) and the use of open flames.
- i) Forbidden to use, during the operations, telephone and i-pod, ecc..
- j) Forbidden to omit to inform the Stena's Staff of the possible presence of different external personnel from the driver of the vehicle, such persons has to respect the rules given by the Plant's Staff.
- k) Obligation to respect the indication and instruction given by the Stena's Staff in particular for the areas where the vehicles must go.
- l) Obligation to respect all the rules issued by the poster present into the Plant.
- m) Obligation to pay attention at the vehicles moving ( vans, trucks and forklift, etc...)
- n) Obligation to turn off the motors during the operation of weighing, load and unload.
- o) Obligation to operate the parking brake during the operations of loading and unloading.
- p) Forbidden to park in the areas of the action of the vehicles of handling waste or along the streets for the passage of vehicles at the Plant.
- q) Forbidden to park at the exit of the Plants.
- r) Forbidden to block the emergency exits and the safety zones.
- s) Forbidden to use, modify, remove from their place, for any reason, the plants and the equipment's or fire detection.
- t) Forbidden to modify the safety system and the work equipment's or machine or parts of Plant or safety signs without permission.
- u) Forbidden to go down and away from your vehicle before the starting of loading and unloading activities.
- v) Forbidden to go away during the loading and unloading activities, the drivers remain on the cab of the vehicles or they remain near an area visible for the employees
- w) Forbidden to access at the departments, if not accompanied by the Stena's Staff or his appointee.

- x) Forbidden to go by foot in the square, only in the walk paths indicated. If is necessary to go to the offices, or in the diving and service areas, the drivers must advise the Stena's Staff who will accompany.
- y) Forbidden to make different activities from those for which it was granted the Authorization
- z) Forbidden to take material from the waste deposits and by the Stena Technoworld Plant for personal purposes.
- aa) Forbidden to make operations on its own initiative or activity is not competence that could affect the health or safety of themselves or anyone.
- bb) Forbidden to rise about the boxes, the boxes should be provided with cover sheet if is necessary, that must be removed from the drivers in the unloading areas.
- cc) Forbidden to make photos if is not authorized.
- dd) The drivers must prepare the vehicles for the loading and unloading actives in particular: lay on the ground, open/close the doors of the boxes, open/close the container's doors, open/close the rib and they should not participate in the activities of loading and unloading.
- ee) For the loading and unloading activities that provides the use of equipment supplied with the means of transport (spiders, pliers, walking floor, trans- pallet...) the driver must use the same in accordance with the instructions received by the Stena's Staff.



#### SECURITY ACCESS SYSTEM IN THE PLANTS AND IN THE AREAS OF INTERFERENCE WITH ELEVATORS, TRUCKS AND PEDESTRIANS

- a) Forbidden to pass out the routes and pedestrian areas.
- b) Forbidden to walk in the areas of waste storage and where there is a risk of falling material.
- c) Forbidden to use the telephones and the I-pod.
- d) Forbidden to make photos if you are not authorized.
- e) The pedestrian must give way to the vehicles, trucks and forklift.
- f) The Forklift take precedent on the pedestrians and the vehicles.
- g) The Forklift if they need to go on the pedestrian areas must give the priority to the pedestrians.
- h) The trucks take the priority over the pedestrians but must give priority to the forklift.

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# INFORMATIVA AI TRASPORTATORI

NORME DA RISPETTARE PRESSO GLI IMPIANTI STENA TECHNOWORLD SRL

**FUMARE SOLO  
NEGLI APPOSITI SPAZI**



**INDOSSARE GIACCA ALTA  
VISIBILITÀ PRIMA DI  
ACCEDERE ALL'IMPIANTO**

**RISPETTARE LE  
INDICAZIONI DEGLI  
ADDETTI ALLO SCARICO**



**VEICOLI A  
PASSO D'UOMO**