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# Appendix to INOVYN Sverige AB's general conditions when ordering services

**RESPONSIBILITY:** The seller is responsible for covering and paying their own expense premiums for legal liability insurance regarding property and injury. It is assumed that the Seller is responsible for all their own and their staff costs and charges regarding taxes and wages.

The parties agree that, in the event of an Assignment to the Seller, INOVYN will not assume any employer liability for the Seller's personnel or third parties. The Purchaser assumes that the Seller maintains a collective agreement, has a management system for environment and quality, and that the Seller's personnel carrying out work at the Purchaser's facility have the necessary permits to work, operate and carry out work on the Swedish labour market and that the current laws and regulations relating to the Seller's hired people or companies are followed.

If the Seller wishes to hire a third party to perform all or part of the work at the Purchaser's facility, this must be approved by the Purchaser. The seller is responsible for ensuring that third parties have the knowledge and skills required, and is responsible for assuring their work as their own.

The Seller must, without any fees or costs to the Purchaser, report their work for health and safety of their employees annually to INOVYN in order to minimize and prevent work-related injuries.

Injuries caused by work at the Purchaser's facility must be notified to the Purchaser immediately and the Seller must, together with INOVYN, investigate the incident and identify the causes and take appropriate measures to avoid repetition.

INOVYN is certified within Quality (ISO 9001), Energy (ISO 50001) and Environment (ISO 14001) and the Seller must always perform their tasks in accordance with the INOVYN integrated business management system which is based on these standards.

INOVYN reserves the right to check performance and actions in connection with the work performed at our facility at any time. If the Seller at the request of the Purchaser cannot provide documents that clearly show that the Seller fulfils its obligations according to this point, the Purchaser has the right to immediately terminate the Assignment without the Seller being entitled to any additional compensation.

#### SAFETY: Training

To obtain permission to enter the facility, the Seller's personnel or Seller's hired subcontractors must have completed SSG's interactive safety training on the Internet: Entre Basic and Entre Kemi as well as undergoing West Coast's interactive safety training for chemical industries and refineries, which is completed at INOVYN and take note of the folder "Safety regulations for INOVYN".

The seller's personnel must have completed the training required by law for the jobs concerned, for example Hot Work, Thermosets, Truck driving, Fall protection and Safe

lifting.

The seller's personnel may also be subjected to local customized trainings when necessary, such as Work permit receiver.

### Rules and regulations

INOVYN assumes that the Seller has taken note of Our HSE regulations within Health, Safety and Environment, which are available to download from <a href="www.inovyn.se/Miljö & Ansvar/Our SHE regulations">www.inovyn.se/Miljö & Ansvar/Our SHE regulations</a> and ensured that the Seller's personnel, third party companies or subcontractors have been notified and that they follow the established rules of INOVYN.

INOVYN has the right to expel people from the facility if they have:

- (i) failed to follow INOVYN rules, or
- (ii) been negligent or acted with negligence, or
- (iii) appear to be a threat to health and/or safety

and such persons must not be permitted to re-enter the Facility without a permit from INOVYN.

## Special rules regarding tools

Knives should be of the model "Safety knife", i.e. a knife without a blade tip. Grinder should be equipped with brakes and "kickback"-stop. Low vibrating tools (such as reciprocating saw machine and wrenches) should be used.

Tools should always be secured when working at height.

## Clothing and other protective equipment

The seller must provide personnel working in the Purchaser's factory area with flame retardant, high visibility clothing and safety footwear, hard hat, ear protection, light eye protection and goggles.

Starting 2017-01-01 Safety sandals are no longer allowed.

Escape mask is available for lending at the gate. Non returned mask is charged with 1000 SEK.

#### Risk assessments

The Seller's personnel must, when blasting, high pressure flushing or using breathing equipment, make their own written assessment of the job being carried out and submit it to the contact person at INOVYN. The risk assessment must be available together with the written permit

# Safety data sheet

Safety data sheets for the chemical substances that contractors intend to use at INEOS must be sent to <a href="mailto:SDB.ste@inovyn.com">SDB.ste@inovyn.com</a>.

WORKING TIMES: The normal work day times for the Seller's personnel must be the same times that apply to the Purchaser's personnel and the work must be planned in such a way that the applicable laws and working time rules are always enforced, and that overtime is avoided as far as possible. Deviations can be made by special agreement from case to case.