



OHS HANDBOOK FOR DRIVERS

Alternative fuels – Turňa nad Bodvou plant

Our goal is **ZERO** accidents!

1. Do not let the same accident happen twice!
2. Safety on the road begins with me!
3. My uniform is PPE!

5 basic rules of OH&S



Do not violate or obstruct the observance of safety rules, precautions and work procedures and do not allow anyone to violate them!



Use all personal protective equipment (PPE) assigned to you to perform your job tasks!



Observe all shutdown and locking procedures!



No one is permitted to work under the influence of alcohol, narcotics or psychotropic substances!!




All injuries at work, accidents, near-misses must be reported and recorded in a timely manner!

Basic PPE mandatory at all Danucem plants and facilities



1. Driver obligations in operating premises

- Follow all safety instructions, commands and prohibitions at Danucem facilities or at customer sites,
- Entry into operating, production and storage premises without a chaperone and authorization is prohibited,
- Use the designated walkways and paths when moving about at facilities
- If a vehicle is manned, make eye contact with the driver or operator before approaching the vehicle and signal your intentions to them,,

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- When entering or exiting a vehicle or ascending or descending a ladder, and when using stairs and gangways, hold on the grips and railings and always follow the 3 points of contact principle.
 - Do not enter the working space of any machinery/vehicle and blind spots in the driver's field of vision,
 - Do not park a vehicle outside of designated areas and when parking a vehicle, switch off the engine and secure with the hand brake, or chock the wheels,
 - Do not conduct any maintenance or repair activities at facilities if you are not so authorised by your direct supervisor and a designated employee of the given facility,
 - Stay out of areas where hazardous work, and assembly and maintenance activities are being conducted and stay away from moving vehicles and machinery,
 - Everyone is obliged to use the required PPE when moving about a facility (except for "green zones"),
 - Follow all safety instructions, commands and prohibitions in place at Danucem facilities or at customer sites,
 - Do not use your phone when driving or walking in operating areas, find a safe place if you need to make a call,
 - Keep your seatbelt on when driving at Danucem facilities and follow the speed limit of 20 km/h (speed radars are installed at designated locations at Rohožník and Turňa)
 - Smoking at company premises is prohibited with the exception of designated locations,
 - Hot work, and the use of any equipment that is a source of ignition, at locations with an elevated fire hazard (such as storage areas for fuel and combustible liquids, solid alternative fuels, etc.) is prohibited,
 - If you notice a fire, sound an alarm, try to put out the fire and/or call for help, assist with possible evacuation and rescue and/or move to an assembly point,
 - Report any deficiencies to your supervisor or contact the head of the facility and do not attempt any fix on your own,
 - Immediately inform your supervisor and an employee of the given facility if an emergency, accident, near-miss or injury occurs.



Under the threat of a fine of € 250 is strictly prohibited:

- Violation of traffic regulations and health and safety regulations,
- Unauthorized manipulation of electrical equipment at the docking station,
- Leave the area with insufficiently tarpaulinned semi-trailer,
- Cleaning the trailer in the parking lot in front of the plant from the remains of alternative fuel.

2. Pre-start inspection of the vehicle

- Before they start their day, drivers are obliged to perform a visual inspection of their vehicle and maintain records from such inspections. The minimum scope of a vehicle pre-start inspection is defined by Danucem in the “Vehicle inspection check-list” form (found at the end of the handbook).

3. Duties of the driver while driving

- Anyone on the road is obliged to follow the traffic rules specified in the Traffic Act, as amended,
- Pay full attention to driving your vehicle while driving. Do not make phone calls when driving, minimise calls and use hands-free devices. Writing SMS and browsing the Internet while driving is prohibited,
- Follow the “Defensive driving” principles. Always wear your seatbelt while driving, follow the speed limit, and keep a safe following distance from other vehicles,
- Adjust your speed to your abilities, the capabilities of your vehicle and the load, traffic conditions, micro climatic conditions and road conditions.
- Never drive under the influence of alcohol or substances that could negatively affect your ability to make decisions or reactions.

4. General instructions for unloading materials by type

Registration and entrance to the plant

Before entering the cement plant, weigh and register with your code at the Schenck registration facility located in the car park before entering the plant. After registration, the device will issue you a card. If you did not manage to weigh, go to the shipping weighbridge (see point no.2 on map).

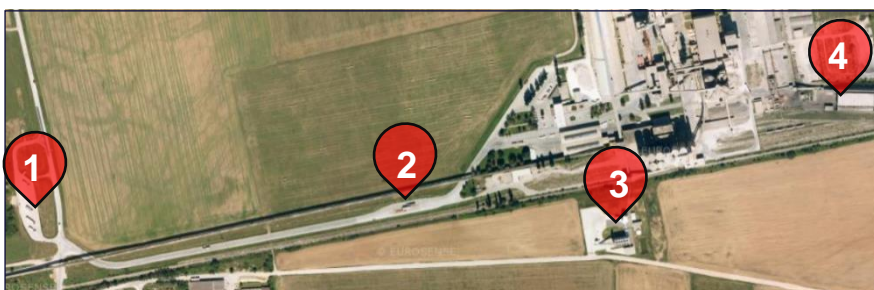


Go to the shipping weighbridge, where you will receive a sample bag. Then continue to the place of unloading according to the relevant material (MB, BEF).



The weighing worker determines the place of unloading according to the type of material:

- BEF
- TAP 200 (MB)



Cement plant in Turňa nad Bodvou:

1. Registration and 1. weighing
2. Shipping weight and sample delivery
3. TAP 200 unloading station (MB)
4. Hall of BEF material

Unloading of alternative fuels TAP 200 (MB)

Open the trailer door and carefully back into the unloading station box (safety platform closed). Press the "unload permit" button and then the "ready to unload" button. Gradually, the individual parts of the traffic will start. When the line is started, the safety platform opens and automatic unloading starts.



During unloading, take a sample from the sampler located at the back of the unloading station. Don't forget to fill the bag fully and write all the necessary information. If the driver leaves the box, the rotatory screws will stop immediately. When the vehicle is empty, the driver must press the red "ready to go" button, but must not leave the box! The line is gradually emptied, the safety platform closes. The driver can then leave the box.



There is a **strict ban on leaving the box unless the vehicle is unloaded and the safety platform is retracted**. After unloading, clean the semi-trailer and the unloading area! When cleaning the trailer, only move on the loading surface of the trailer. The driver must clean all alternative fuel residues in the cleaning opening of the safety platform. It is strictly forbidden to clean the rotatory screws! It is mandatory to have a properly tarpaulined semi-trailer when leaving the place of unloading!



Unloading of BEF alternative fuels

Back safely into the "TAP Landfill" hall up to the level of the relevant material to be unloaded. After unloading, sweep the semi-trailer at the unloading point if necessary. When cleaning the trailer, only move on the loading surface of the trailer.



Don't forget to take a sample and write down all the necessary data. The sample bag must be fully. When leaving the place of unloading, it is mandatory to have a properly closed and tarpaulinned semi-trailer! It is strictly forbidden to drive within the area with a semi-trailer from which residues leak.



Exit from the cement plant site

After unloading, go to the shipping weighbridge (see point no. 2 on the map) and insert the card into the Schenck device. The weighbridge employee will then hand you the signed shipping documents. Then you put the material sample bag to the sample box.



Before leaving the cement plant site, please check once again that you have all the documents. We wish you a pleasant and safe ride! Please note that:

Under threat of a fine of € 250, it is strictly forbidden to:

- Smoking on site
- Violation of traffic regulations
- Unauthorized manipulation of electrical equipment at the docking station
- Leave the area with an insufficiently closed/covered trailer
- Walking on the trailer and cleaning the trailer other than at the place of unloading
- Pollution of the environment with waste (final cleaning of the trailer in the parking lot in front of the plant site, littering).

Check your vehicle before driving



Back-up alarm



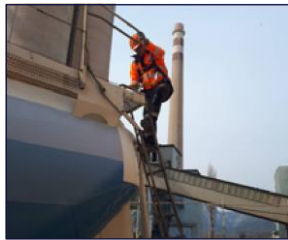
Mirror adjustment



Tire condition



Operation of lights



Fall protection elements

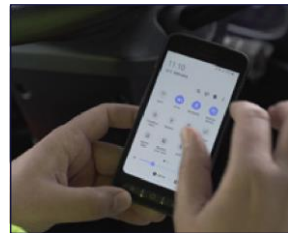


Mandatory accessories

Vehicles must be equipped with safety elements per Danucem standards



Warning stickers on the sides of trailers



Suitable hands-free equipment



Alarm when the handbrake is not set



Back-up camera system

STOP Card – authorisation for drivers to stop dangerous work

1. STOP - STOP ACTION
2. INFORM THE SUPERVISOR
3. CONNECT WITH THE OTHERS TO HELP RESOLVE PROBLEM
4. CONTINUE WORKING SAFE
5. SHARE YOUR EXPERIENCE



Signature: _____

I understand that I am not expected to conduct work that could cause injury or harm to myself or others. I am responsible and authorised to stop work that is unsafe and to follow the steps provided above.



AUTHORIZATION TO STOP WORK



Your health and safety are my top priority. This card gives you the direct authorisation to stop any activity that cannot be performed safely, to help correct the situation, and then to continue to work safely.

Klaus Födinger, CEO of CRH North Danube

OUR WORK IS IMPORTANT AND THAT IS WHY WE MUST ENSURE WE ALWAYS DO IT SAFELY!



Express line - contact numbers

AMBULANCE	155
FIRE BRIGADE	150
POLICE	158
INTEGRATED RESCUE SYSTEM	112

Dispatching cement Turňa nad Bodvou +421 (0) 554 610 190

Marek Ďurko +421 (0) 918 322 228

OH&S Coordinator for
Transplus and carriers



WARNING!

**THE PLANT IS MONITORED BY
A RECORDING CAMERA
SYSTEM**

OPERATOR:

Danucem Slovensko, a.s.
č. 654, 044 02 Turňa nad Bodvou
Business ID: 00214973

