



PRODUCTION

**Specific health, safety and environmental rules for
contractors working in the Electrabel SOUTHERN
Area**

Addition to chapter 10

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AIM AND SITE PRESENTATION:

This document is an addition (point 10) to the “Specific health, safety and environmental rules for contractors working in the Electrabel SOUTHERN Area”. It describes the health, safety and environmental measures specific to the Southern area.

This information shall always be associated to specific information relating to the work to be carried out given at kick-off and at toolbox meetings.

Southern Area site presentation

CENTRALE DES AWIRS

Production classique

Quai du Halage, 49
4400 – Flémalle
Tél. : 04/275.89.11
Fax : 04.275.89.93

CENTRALE D’AMERCOEUR

Production classique

Rue Chauw à Roc, 06
6044 – Roux
Tel. : 071/25.66.11
Fax : 071/25.66.09

CENTRALE DE COO

Accumulation par pompage-hydroliques

Route du Lac, 01
4980 – Trois-Ponts
Tél. : 080/89.29.11
Fax : 080/89.28.09

CENTRALE DE MONCEAU

Production Classique

Rue Gué d’Hameau, 01
6031 – Monceau s/ Sambre
Tél. : 071/23.52.11
Fax : 071/23.52.09

CENTRALE DE ST GHISLAIN

TGV

Rue d’Hautrage, 87
7331 – Saint Ghislain
Tél. : 065/76.12.11
Fax : 065/64.23.07

CENTRALE DE BRESSOUX

Cogénération

Rue Droixhe, 05
4020 – Liège
Tél. : 04/341.65.92
Fax : 04/340.34.28

SPANOLUX

Cogénération

Zoning Industriel de Burtonville
6690 – Vielsalm
Tél. : 080/29.27.10
Fax : 080/21.71.95

COGENERATION DE SOLVAY

Rue Ernest Solvay, 39
5190 – Jemeppe s/ Sambre
Tél. : 071/26.81.11
Fax : 071/26.85.70

SPECIFIC RISKS ASSOCIATED TO THE SITES BELONGING TO THE SOUTHERN PRODUCTION AREA

- Electrical
- Heat (steam).
- Hot points.
- Harmful products.
- Greasy substance leaks.
- Explosion hazards.
- Automatic start installations.
- Pressurised fluids.
- Falling object hazard.
- Flammable products.
- Handling.
- Dust.
- Burns.
- Asphyxia.

Specific to Coo & hydro:

- Confined space working conditions
- Risk due to working in surface water
- Floods,

Specific to Awirs:

- Wood dust (ATEX explosion)

ADDITION TO « 4.1 INFORMATION DUTY »

The supplier shall fill in the forms attached to the Southern area VCA guidance:

Revision work : Guidance, preparation and safety supervision available online at: http://www.electrabel.be/suppliers/practingsouth_fr.asp . The forms shall either be returned by email or by post to:

Service sécurité de la zone sud (Southern area safety department):

49 quai du Halage 4400 Flémalle for the COO and Awirs plants

Service sécurité de la zone sud (Southern area safety department):

06 rue Chauw à Roc 6044 Roux for the Amercoeur, Jemeppe and St Ghislain plants

Access to site shall be conditional to handing in the documents in due time, at the latest on the date of the kick-off meeting.

ADDITION TO « 4.2 CONTROL DUTY »

It is possible to download or request the power point presentation on safety instructions specific to each site from the Electrabel website (www.electrabel.be→suppliers)

ADDITION TO “4.3.2 ACCESS”

All visitors and contractors shall report to the gate at the site supervision department. Personal protection equipment is required (goggles, hard hat, safety shoes, etc...).

Furthermore, a form for requesting an electronic access badge shall be handed in. This badge is strictly non-transferable and shall be returned at the end of the assignment. Badges which are not returned shall be invoiced. All required documents regarding social security shall be handed in (work permits, E101 detachment form, etc...). A parking space shall be allocated by the gate-keeper.

In addition, the mandatory Limosa declaration is applicable to all workers and trainees who take on a temporary or partial activity in Belgium and who are not usually liable to Belgian social security.

Information via the website www.limosabe.be

For the Awirs site, the Coo site and its related plants, Amercoeur and St Ghislain, only vehicles which are strictly necessary for work or transport and/or disposal of material or equipment are allowed on the Electrabel site and this only for the strict duration of the work or the transport to and from the site. An entry authorisation shall be requested via the work manager. Approval shall be obtained from the site manager.

For the COO plant:

Temporary parking in the main access gallery: **key in the ignition, vehicle facing the exit.**

ADDITION TO “4.3.4 WORK PERMIT”

In the Southern area, no work or test shall be carried out within the site enclosure without a work permit, unless the work manager (in compliance with the local lockout procedure) decides otherwise (i.e. the work presents no hazard to the installations and the installation presents no hazard to the workers).

The work permits are obtained via the EBL manager.

ADDITION TO “4.4 ACTIVITY COORDINATION”

Kick-off meeting

Approximately two weeks before the request for important work, a kick-off meeting shall be organised for all contractors where EBL shall explain its management system and the prevention measures which shall be implemented.

The contractors are invited to visit the site where the work will take place. Attendance shall (not) be recorded.

Meeting at commencement of work on site.

A meeting at commencement of work on site is a meeting during which the foreman discusses the work to be carried out with the contractors and during which all risks and prevention measures are addressed.

A commencement of work on site declaration shall be filled in and jointly signed by the Electrabel foreman in charge of the work site and the service provider. A copy of this document shall be issued to the latter and another copy to the ISPP of the site in question.

This is done every day, at each shift changeover or each time the planned activities are carried out differently to that described in the prevention plan. The work permit and the safety document can be used for that purpose.

Toolbox meeting

In the event of large works, at least one toolbox meeting shall be organised by EBL each week to which the foremen of all contractors working on site shall attend. The subjects reviewed during this meeting shall then be discussed by the contractors during their own toolbox meeting. The contractors shall then issue a report to EBL stating the persons attending that meeting. Attendance shall be recorded.

ADDITION TO “5.4 SELECTION AND USE OF PERSONAL PROTECTION EQUIPMENT (PPE)”

For the Awirs site, the Coo site and its related plants: Bevercé, la Vierre, Butchenbag, Heid de Gorreux on the sites of Amercoeur and St Ghislain, the use of safety goggles, hard hats and safety shoes is required at all times in the technical area.

ADDITION TO “6 HYGIENE”

For the Awirs site, the Coo site and its related plants: Bevercé, la Vierre, Butchenbag, Heid de Gorreux on the sites of Amercoeur and St Ghislain, the Electrabel works manager shall be consulted for any access to changing rooms, sanitary facilities or other facilities.

ADDITION TO “7.1 LOCAL ENVIRONMENTAL MANAGEMENT SYSTEMS”.

The following sites are ISO 14001 certified:

- Awirs,
- Coo and its related plants: Butgenbach, Robertville, Bevercé, Stavelot (Bressaix), Coodérivation, Lorcé, Heid de Gorreux, Cierreux (Gouvy), La Vierre (Chiny)
- St Ghislain Gaz and Steam Turbine plant

Waste sorting and management and traceability on all sites

- * Proximity of Natura 2000 sites for Robertville, La Vierre and Lorcé.
- * Downstream of the Robertville dam on the right bank: classified area.

Before any work on either of these sites, the CARE Environnement department shall be informed

ADDITION TO “8.3 FIRST AID”

If the required medical care is greater than what can be administered on site, the emergency number "4444" shall always be used. EBL shall coordinate the subsequent actions.

Emergency numbers

EMERGENCY CALLS	4444
FIRE SERVICES AND AMBULANCE	112 (if access to 4444 is not possible)
POISON CONTROL CENTRE	+32 (0)70/245.245
BURNS CENTRE	+32 (0)71/448.000
POLLUTION HELPLINE	+32 (0)70/233.001
CIVIL SAFETY	+32 (0)4/257.66.00
GAS (FLUXYS)	+32 (0)2/282.70.02
HIGH VOLTAGE (ELIA)	+32 (0)2/240.52.00

ADDITION TO “9.2.5 PROCEDURE IN THE EVENT OF A FIRE ALARM”

- In the event of a test, the signal stating the end of the alarm is given first (continuous tone) with spoken communication if necessary. If this is not the case, a true fire situation should be assumed.
- keep calm;
- **never** use the lifts;
- as far as possible, shut down gas and electricity supplies on the contractor’s installation;
- close windows and fire doors;
- avoid the fire and move towards the indicated assembly point using the shortest route possible: refer to the logogram on the following page

AMERCOEUR :

(_____) CONTINUOUS TONE

Assembly point: area in front of the fly ash storage silos near the cafeteria

AWIRS :

() CONTINUOUS TONE

Assembly point: courtyard at the entrance of the infirmary.

COO :

(-----) INTERMITTENT SIGNAL

Assembly point: near the infirmary.

MONCEAU :

() CONTINUOUS TONE

Assembly point: Administrative services car park – access gate to the North Courtyard

SAINT-GHISLAIN :

() CONTINUOUS TONE SIREN

Assembly point: car park opposite the gatehouse (K04)

Procedure: in the event of an alarm:

1. Close the windows and doors of your building.
2. Leave your work place and go to the assembly point, badge in hand..
3. Assemble and await instructions from your line of command.

WARNING! The use of lifts is forbidden during an alarm

Seveso Alarm

AWIRS :



(MODULATED ALARM)

PROCEDURE: IN THE EVENT OF AN ALARM:

1. Remain indoors
2. Close doors and windows (ventilation stopped).
3. Remain informed by listening to the radio (national channels RTBF).
4. Avoid using the telephone.
5. Await the end of the alarm.

Document n° 1a

Written declaration by the contractor

I, the undersigned, (1),

representative of (2),

declare that I have received and read the Electrabel Production documents and instructions contained in the "Specific health, safety and environmental rules for contractors working in the Electrabel Production Southern Area" and in the appendices.

The information and adapted instructions which are contained in this document, in particular the risks to health, safety and the environment will be issued, before the start of the assignment, to my collaborators who will be working within the framework of Electrabel's orders.

I have provided the information as well as the appropriate instructions to my subcontractor(s)

.....
.....
.....

(state the name(s) of subcontractor(s) including self-employed workers).

I am in possession of the necessary equipment in compliance with the current legislation and with the provisions in the "Specific health, safety and environmental rules for contractors working in the Electrabel Production Southern Area" and have staff physically capable of carrying out the assignments required by Electrabel.

Moreover, I agree with the fact that if I do not comply with the requirements in terms of well-being of my workers, necessary measures may be taken by Electrabel, at my cost, following a formal written notice. This may even lead to my eviction from Electrabel sites as well as that of my workers. I am required to immediately replace any member of staff the client may consider damaging to the good execution of the assignments either because of his inability, his bad will or his commonly known bad behaviour.

I commit to complying with all requirements in terms of workers' well-being during the execution of their assignment, specific to the installation within which the workers carry out the work.

The safety manager(s) for the assignment is(are):

..... (1)

They can be reached at the following telephone number/.....

In the event of any modifications, I commit to reporting them immediately.

The contractor,

Date:

Signature (3)

- (1) To be filled in with surname and first name.
- (2) In the case of a corporate body, to be filled in with the name of the company and the headquarters address.
- (3) Preceded by the statement "read and approved".

Document n° 1b

Written declaration by the subcontractor

I, the undersigned, (1),

representative of (2),

declare that I have received and read the Electrabel Production documents and instructions contained in the "Specific health, safety and environmental rules for contractors working in the Electrabel Production Southern Area" and in the appendices.

The information and adapted instructions which are contained in this document, in particular the risks to health, safety and the environment will be issued, before the start of the assignment, to my collaborators who will be working within the framework of Electrabel's orders assigned to the contractor:

..... (name of the contractor),

as well as to my potential subcontractors.

I am in possession of the necessary equipment in compliance with the current legislation and with the provisions in the "Specific health, safety and environmental rules for contractors working in the Electrabel Production Southern Area" and have the appropriate and physically capable staff to carry out the assignments required by Electrabel.

Moreover, I agree with the fact that if I do not comply with the requirements in terms of well-being of my workers, necessary measures may be taken by Electrabel, at my cost, following a formal written notice. This may even lead to my eviction from Electrabel sites as well as that of my workers. I am required to immediately replace any member of staff the client may consider damaging to the good execution of the assignments either because of his inability, his bad will or his commonly known bad behaviour

The contractor,

Date:

Signature (3)

- (1) To be filled in with surname and first name.
- (2) In the case of a corporate body, to be filled in with the name of the company and the headquarters address.
- (3) Preceded by the statement "read and approved".

Document n° 1c

Written declaration by the self-employed worker

I, the undersigned, (1),

declare that I have received and read the Electrabel Production documents and instructions contained in the "Specific health, safety and environmental rules for contractors working in the Electrabel Production Southern Area" and in the appendices.

The information and adapted instructions which are contained in this document, in particular the risks to health, safety and the environment will be issued, before the start of the assignment, to my potential subcontractors who will be working within the framework of Electrabel Production's orders.

I confirm that I am in possession of the necessary equipment in compliance with the current legislation and with the provisions in the 'Specific health, safety and environmental rules for contractors working in the Electrabel Production Southern Area" and I have the necessary skills for the required work.

Moreover, I agree with the fact that if I do not comply with the requirements in terms of well-being of my workers, necessary measures may be taken by Electrabel, at my cost, following a formal written notice. This may even lead to my eviction from Electrabel sites as well as that of my workers. I am required to immediately replace any member of staff the client may consider damaging to the good execution of the assignments either because of his inability, his bad will or his commonly known bad behaviour

The contractor,

Date:

Signature (2)

- (1) To be filled in with surname and first name.
- (2) Preceded by the statement "read and approved".