

# OUR LIFE SAVING RULES

Standard for implementation



one  
**SAFETY**  
Think. Talk. Act.

**No**life  
at Risk

ENGIE

# AGENDA



## Be hooked up

Clip on your harness when working at height

P.4



## Step aside

Stay out of the path of moving vehicles, plant and equipment

P.6



## Check

Verify that there is no live energy (mechanical, chemical, electrical, fluids under pressure, etc.) before starting work

P.8



## Make sure

Only enter a trench if the appropriate wall supports are in place

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## Control

Test that the atmosphere is safe before entering a confined space and monitor it as you work

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## Halt

Do not perform hot work until the fire or explosion risks have been eliminated

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## Avoid

Do not walk or stand under a load

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## Ban

Do not work under the influence of alcohol or drugs including driving

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## Stop

Do not manipulate your phone or any other communication device while driving

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SAFETY ESSENTIALS

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Respect the Life Saving Rules all the time

# INTRODUCTION



**Sandra ROCHE-VU QUANG**  
ENGIE Health & Safety Vice President

**“Our Life Saving Rules must be respected by everyone, everywhere and in all circumstances”**

*Sustainably preventing serious and fatal accidents is at the heart of ENGIE’s preoccupation. We must all be convinced that all accidents are preventable.*

*The analysis of our past fatal accidents has led us to a simple observation: a few concrete rules, if they had been respected, would have prevented most of these accidents.*

*These rules are our Life Saving Rules. They exist to protect my life and the lives of others.*

*We all need to make sure that our activities and work environment are consistent with these Life Saving Rules and to commit to ensuring that they are respected.*

*These Life Saving Rules are part of the 5 Safety Essentials put in place by the Group to combat serious and fatal accidents. In addition to the 9 Life Saving Rules, we must do a Last Minute Risk Assessment before starting work, we have to Stop the Work if the work cannot be undertaken safely and/or as per requirements, we share and report all incidents and observations (HiPo, accidents, near misses, unsafe conditions and unsafe acts) in a transparent manner and we ensure that there is a Shared Vigilance so that everyone goes home safely.*

## TO NOTE

1. Each **Life Saving Rule** can be strengthened according to applicable local regulations and rules. If the local regulation or rule is stricter, the latter applies.
2. Some **Life Saving Rules** will be supplemented by Group standards (examples: lifting, confined space, trench shoring). By their very nature, these Group standards will be mandatory.



## BE HOOKED UP

**Clip on your harness  
when working at height**

- ✓ I protect myself from falls when I work at height.

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- ✓ I use suitable fall arrest equipment that is in good condition.

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- ✓ I ensure the quality of the anchor point.

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- ✓ I do not work on my own when I use a harness.

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- ✓ I know how to use my harness.

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- ✓ I do not go beyond collective protection without clipping on my harness.

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- ✓ On an aerial platform, if applicable, I equip myself with a harness and attach myself to an anchor point.

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- ✓ I check that my harness and equipment are properly fastened and adjusted.  
I help my colleague check his.



## BE HOOKED UP

### Clip on your harness when working at height

**These include, for example, situations of working at height:**

- Without fixed collective fall protection.
- Installation/removal of collective protection: scaffolding, railings, floors, gratings...
- In aerial platforms with telescopic arm.
- On roofs, on or near fragile materials or equipment, such as smoke extraction vents or skylights.

**If it is not possible to set up collective protection, the workers must use personal fall protection, consisting of an anchor point, a harness and a fall arrest lanyard in between.**

- The workers are trained in working at height and using a harness.
- All fall arrest equipment must be reliable, in good condition, adapted, and suitable to minimize the height of the fall and avoid an impact. It must also be checked regularly.
- The entire lanyard and energy absorbing system must have an elongation smaller than the possible drop height with a safety margin.
- The workers check their equipment before any intervention, and help their colleagues check theirs.
- The anchorage points must have been verified by a competent person or competent body.

The work is not done alone and the means of rescue in the event of a fall are provided (quick stall in less than 15 minutes).

Generally limited to means of temporary access, the use of a ladder must be strictly regulated by special instructions.

It is mandatory to use a harness on a scaffolding during the phases of assembly, dismantling, inspection or modification of the scaffolding or in case of lack of collective protection, (eg guardrail...).

#### FOR MORE INFORMATION

##### **ENGIE standard working at height on mast and pylon:**

Direction Santé & Sécurité Groupe - Group\_Health\_&\_Safety\_Standard\_Working\_at\_Height\_on\_mast\_and\_pylon\_-\_ENG.docx.pdf - Tous les documents (sharepoint.com)

##### **ENGIE standard rooftop solar activities:**

Direction Santé & Sécurité Groupe - English - Tous les documents (sharepoint.com)

**The rule concerns working at height situations and access with risk of falling from height.**



## STEP ASIDE

**Stay out of the path of moving vehicles, plant and equipment**

- ✓ I stay out of the path of machines, moving vehicles, plant, equipment and moving parts. I stay out of the blind spots of vehicles and machines.
- ✓ I comply with the traffic plans and the pedestrian-only zones.
- ✓ I respect safety perimeters and exclusion zones.
- ✓ I position myself outside the area of activity of heavy plant/heavy machinery type excavator (or others).
- ✓ I try to make eye contact with the operator of a moving heavy plant/heavy machinery.
- ✓ I stop colleagues and third parties entering areas where there are vehicle movements.
- ✓ I wear high-visibility clothing.



## STEP ASIDE

Stay out of the path of moving vehicles, plant and equipment

**This rule covers heavy machineries, forklifts, loaders, vehicles, installations, equipment and moving plant.**

Each site or construction site presenting risks of pedestrian-vehicle collision or collision between vehicles must have a formalized traffic plan that must include:

- The identification and organization of pedestrian flows and of the different types of vehicles that circulate on the site, on a regular or occasional basis.
- Identification and signposting of loading, unloading, parking and manoeuvring areas.

In the absence of collective protection or marking, a safety distance must be respected between individuals and moving vehicles, plants, installations and equipments.

Strictly follow the instructions of the signalman.

In areas where plants or equipments are maneuvered, avoid all sources of distraction, such as phone or tablet.



**This rule concerns the risk of collision or crushing during work or passing near moving equipment, plant or vehicle.**



## CHECK

**Verify that there is no live energy (mechanical, chemical, electrical, fluids under pressure, etc.) before starting work**

- ✓ I am trained, I know the facilities and equipments and I am authorized to intervene.
- ✓ I always isolate energy sources, except authorized exception.
- ✓ I ensure that the lock-out tag-out (LOTO) has been made and I check that it is on the correct equipment.
- ✓ I check the absence of energy wearing the appropriate PPE, or I verify that it has been made, even if the installation is declared consigned or even when a work permit has been issued.
- ✓ I never disable or bypass locks without the formal written permission of the responsible manager.





## CHECK

Verify that there is no live energy (mechanical, chemical, electrical, fluids under pressure, etc.) before starting work

All energy sources (electrical, fluids under pressure, chemical or mechanical) must be properly and completely locked, isolated, drained or secured before personnel begin work.

**Before work starts, LOTO is applied on the equipment** (separation, condemnation, labeling, dissipation, verification of absence of energy, additional measures if necessary).

- The intervening team must be familiar with the work permit issuance process.
- The intervening team must understand the lock-out tag-out, confirm it has been applied and obtain a work permit if applicable.
- The intervening team must carry out its own verification of the absence of energy or ensure that it is done (for example by being present during the check by the operator of the installation).
- This verification of the absence of energy must be carried out before the start of the work.
- It is carried out depending on the case with a voltage absence tester (VAT, dedicated measuring instrument and not a multimeter), an explosimeter, by a starting test of the machine, a pressure gauge, by checking the presence of mechanical blockages...
- The intervening team must also ensure the dissipation or removal of fluids or residual hazardous energies.

The requirements of Group Rule GR05 on Work Permit Systems must be met.

Work in the presence of energy must be authorized and covered by business-specific procedures and training courses.

Safety lock-outs must not be bypassed or disabled without the formal written permission of the appropriate managerial level as defined by the local site procedure.

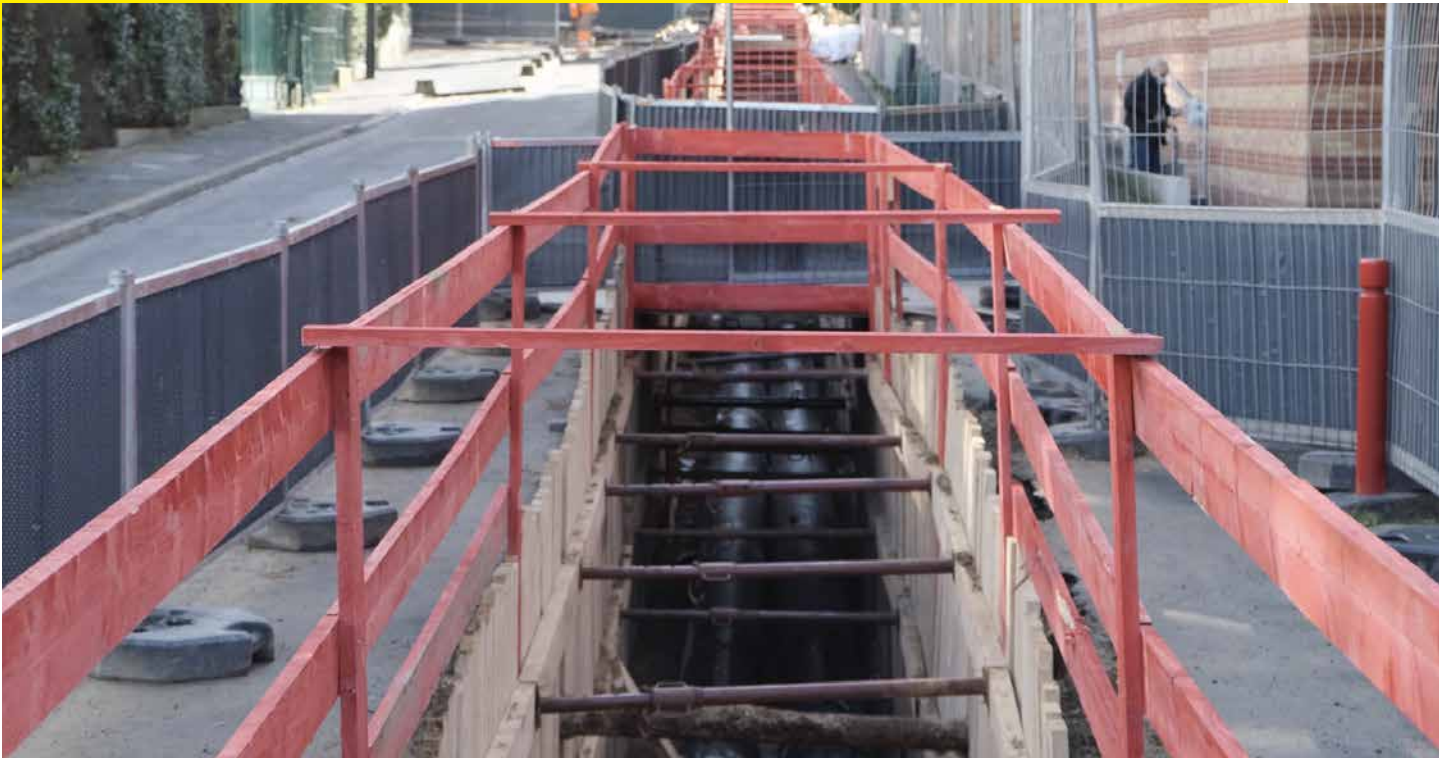


### FOR MORE INFORMATION

**ENGIE communication campaign on electrical risks**  
2022 H&S Campaign  
Electrical Risk ([sharepoint.com](https://sharepoint.com))



**This rule relates to the risks of electrocution, burning and injury due to projectiles.**



## MAKE SURE

**Only enter a trench if the appropriate wall supports are in place**

- ✓ I only enter a trench if I am authorised to do so.
- ✓ In case of doubt about the safety situation, or on the stability of the walls, I alert my hierarchy.
- ✓ In case of movements of heavy plant/heavy machinery near the trench, I move myself outside the potential landslide area.



## MAKE SURE

**Only enter a trench if the appropriate wall supports are in place**

**These provisions apply to trenches as well as excavations.**

**Before any intervention, a person competent/experienced in trench protection/soil stability should check:**

- The stability of the walls and soil in and around the trench.
- For a depth above or equal to 1.3 m, the presence of a suitable shoring which is mandatory (see shoring system selection guide).
- For a depth below 1.3 m, the installation or non installation of a shoring according to the risk analysis, in particular the conditions of stability of the trench walls.
- That there are suitable access devices located in secure areas to enter and exist the trench.
- The perimeter of the trench is protected so as to prevent objects or materials from falling from the surface into the trench.

Any trench intervention must be subject to prior authorization/work permit if applicable.

The installation and removal of shoring are critical phases. They must be carried out as much as possible from outside the trench.

The personnel responsible for laying and removing the shoring must remain protected against the risk of landslides and falling material during lifting.

The means of protection must be defined before the start of the operation.

**For sloped wall excavations, it is necessary to check the absence of signs of collapse of the walls before going down into the trench** (especially during or after precipitation).



### FOR MORE INFORMATION

**ENGIE guide on selection of shoring system**  
Direction Santé & Sécurité Groupe - EN\_ENGIE\_Shoring-guide.pdf  
Tous les documents (sharepoint.com)

**This rule relates to the risk of being buried during work in trenches with vertical walls.**



## CONTROL

**Test that the atmosphere is safe before entering a confined space and monitor it as you work**

- ✓ I enter a confined space only if I have the necessary authorizations and with the permanent presence of a supervisor outside the space.
- ✓ I control or have the atmosphere of the confined space checked before entering it. This check must be carried out by a person with the necessary training.
- ✓ I monitor or keep watch the atmosphere throughout the work with suitable equipment and detector.



## CONTROL

### Test that the atmosphere is safe before entering a confined space and monitor it as you work

#### Definition of a confined space:

- Location not intended for continued occupancy.
- And limited or difficult access/evacuation.
- And risk of a hazardous atmosphere.

#### Examples of confined spaces:

- Pipes, ducts, wells, pits, manholes, tanks, crawl spaces, boiler fireplaces, sewers.

#### Never work alone in confined spaces.

#### Work in confined spaces must be subject to a work permit, or equivalent.

The conditions for intervention in confined spaces are as follows:

- People must be trained in confined space intervention.
- A preliminary risk analysis (examples: asphyxiation, poisoning, fire, explosion, etc.) is carried out to identify the measures to be implemented (examples: forced ventilation, extractor, mask with filter, self-contained breathing apparatus, etc.).
- Depending on the risk analysis, other Life Saving Rules must be applied.
- The work team checks or a competent person has checked the atmosphere of the confined space before entering it.
- A trained supervisor remains outside the confined space throughout the operation. A record or sign off sheet shall be maintained for the entry/exit of personnel from the confined space
- The atmosphere remains controlled throughout the work

- There is a confined space evacuation procedure incorporating the use of emergency respiratory equipment with adapted equipment and detectors.
- Emergency breathing equipment is tested before use. This equipment must be available next to the confined space.

**In case of doubt, if the confined space is not identified as such**, the hierarchy is alerted to jointly define the conditions of the intervention.



#### FOR MORE INFORMATION

**ENGIE guidelines for working in confined spaces.**  
Direction Santé & Sécurité Groupe - EN\_ENGIE\_GuidelinesInternational\_ConfinedSpaces\_2020.pdf  
Tous les documents (sharepoint.com)

**The rule relates to the risk of asphyxiation, poisoning or explosion while working in a confined space.**



## HALT

**Do not perform hot work until the fire or explosion risks have been eliminated**

- ✓ I check that the equipment is suitable and in good working condition.
- ✓ I demarcate the work area and make sure that my work does not have an impact outside this area.
- ✓ I make sure there is no explosive atmosphere and combustible or flammable material in the work area.
- ✓ Depending on the results of the risk analysis (example: presence of “explosive atmosphere” area), I only use materials and equipments designed to be used in this kind of area.



## HALT

**Do not perform hot work until the fire or explosion risks have been eliminated**

Examples of hot work:  
welding, grinding, drilling, cutting.

The risk of fire or explosion can be caused by:

- Equipment (e.g. oxyacetylene torch).
- The presence of combustible or flammable materials in the work area.
- The projection of particles and sparks outside the zone, the introduction of products from outside the zone (release of flammable gases or vapours that spread).

The work team:

- Has a fire permit for hot work, or a specific authorization in the absence of a fire permit.
- Ensures the good condition of the equipment.
- Follows fire permit procedures if applicable.
- Ensures that flammable or combustible products storages are identified and secured.
- For interventions in risk areas (for example: ATEX zone), check the concentration of flammable substances (gas, dust...) before starting the work and monitor this concentration throughout the duration of the work.
- Ensures that safety measures are in place: cleaning, evacuation of risky materials, ventilation, protection, verification of absence of risk with explosimeter...
- Ensures the availability near the intervention of firefighting means.
- Controls the risks of projection outside the work area.

- Uses equipment compatible with explosive atmospheres if necessary (equipment certified for explosive atmospheres, anti-sparking tools, antistatic...).
- The risks are monitored during the work, at each resumption of work, after work (if risk of smouldering fire) according to the instructions of the fire permit (if applicable).



### FOR MORE INFORMATION

**ENGIE guidance note - Explosion risk assessment related to explosive atmospheres (Indicative provisions)**

Microsoft Word - Guidelines ATEX risk assessment 2020 FINAL 2020 11 05 (sharepoint.com)

**The rule concerns  
the risk of fire or explosion  
related to hot work**



## AVOID

**Do not walk or stand under a load**

- ✓ I remain vigilant and also look up when I move around a work environment.
- ✓ When I see a suspended load, I go around the exclusion zone.
- ✓ I do not cross a barrier that demarcates an exclusion zone.
- ✓ I intervene if a colleague or a third party is about to pass or remain under a load or if the crane operator passes a load over people.





## AVOID

### Do not walk or stand under a load

Any object suspended or at height constitutes a danger:

- In case of fall it accumulates an increasing energy depending on its mass and the height of the fall.
- It's potential trajectory is not always limited to the area just under the load.
- The causes of the dropped load can be various: rupture of a sling, bad stowage, unstable load...

**All lifting operations shall follow a formal process encompassing: risks assessment, definition of the method, description of the implementation of the operation, authorization to start.**

Depending on the complexity of the lifting operation, this process can be:

- described in a document covering important checkpoints,
- or detailed in specific documents.

A lifting plan is mandatory for any complex lifting operation, or if required by risk analysis.

**In addition to the above requirements, the work must take into account the following:**

- Exclusion zone identified and clearly delimited.
- Nobody shall be in the exclusion zone, except the individuals necessary for the lift.
- Suitable lifting accessories maintained and checked periodically.
- Operator qualified to use lifting equipment
- Use of guide ropes to control the load when it can tilt or turn.

- Need for a single maneuver to guide the operation.

The **lifting zone** is defined by the area potentially under the load or the lifting equipment while it is being lifted (e.g. extent of the gyratory radius of boom in case of crane).

The **exclusion zone** is defined as:

- the lifting zone,
- the area covered by the swing or fall of the load in the event of an accident (including the possible rebound), over its entire course.

#### FOR MORE INFORMATION

**ENGIE guidelines on lifting operations:**  
Lifting Guidelines  
(sharepoint.com)



**This rule relates to the risk of being crushed when standing or walking under a load that is suspended or at a height.**



## **BAN**

**Do not work under the influence of alcohol or drugs including driving**

- ✓ I do not work under the influence of alcohol or drugs.
- ✓ During work hours or if I have to drive, I do not drink alcohol or consume drugs.
- ✓ I intervene or I report the situation if I notice that in my professional entourage a person works or is about to drive under the influence of alcohol or drugs.



## BAN

### Do not work under the influence of alcohol or drugs including driving

It is forbidden to work or drive for the group under the influence of alcohol or drugs.

**The consumption of alcohol is prohibited during any work-related activity (including business travel...) . The blood alcohol limit is set at 0 g/l for any Group employee during his/her working time.**

Internal catering facilities (canteen/refectory) shall not be permitted to serve alcohol.

The consumption of drugs is prohibited during any work-related activity (working time, business travel, etc.) and in the workplace.

**Work under the influence of drugs in any forms is prohibited even if their use is tolerated by local regulations.**

These prohibitions are justified by the need to ensure the protection of the health and safety of the Group's employees and all its stakeholders.

It has been demonstrated that when alcohol and drugs are used:

- The person underestimates the risks and overestimates his or her abilities.
- Alertness and resistance to fatigue decrease.
- The visual field is narrowed, the perception of relief, depth and distances is modified.
- The coordination of movements is disturbed.

The employer regularly raises employees' awareness of the harmful effects of alcohol and drug consumption.

If the internal rules of the entity so authorize, it may organize alcohol or drug tests.

Any derogation concerning alcohol, for example in the context of festive events, must be validated by the general management of the entity. The safety of employees (limited consumption, organized returns, taxis, alcohol tests...) shall be ensured. Such events shall be exceptional.

**This rule concerns the risks associated with the consumption of alcohol or drugs.**



## STOP

**Do not manipulate your phone or any other communication device while driving**

- ✓ I limit phone conversations whilst driving to emergencies, and only with a hands-free kit. If the conversation needs to be prolonged, I park safely for the duration of call.
- ✓ I do not check or write messages while driving.
- ✓ When I call a colleague, I cut the conversation short if he is driving and I call him back later.
- ✓ I do not participate in a phone or Teams meeting while driving.



## STOP

### Do not manipulate your phone or any other communication device while driving

**This rule applies to all categories of vehicles:** passenger cars, commercial vehicles, road transport vehicles, trucks, construction plants.

**Communication equipment includes, but is not limited to:** a mobile phone, a smartphone, a computer, a digital tablet... (non exhaustive list).

**It is forbidden to manipulate a phone or any other communication device while driving.**

Phone conversations whilst driving must be limited to emergencies, and only with a hands-free kit. If the conversation needs to be prolonged, the driver parks safely for the duration of call.

Any passenger in the vehicle should be able to remind the driver of these rules in an open manner.

Avoid phoning someone when you know he/she is driving, except in an extreme emergency.

When you call someone, make sure he is not driving, and if so, cut the conversation short or offer to park.

**It is necessary to limit telephone conversations while driving in view of the effects observed on driving:**

- Concentration, attention to signage and other users decreases.
- Priority is given to the phone conversation.
- Reaction time and braking distance increase.

- The safety distance between vehicles decreases.
- The field of vision is reduced (tunnel effect) and less attention is paid to pedestrians who wish to cross the road.



**This rule relates to road safety risks associated with the use of communication equipment whilst-driving, either on the road or on site.**

# SYNTHESIS



## BE HOOKED UP

**Clip on your harness when working at height.**

- I protect myself from falls when I work at height.
- I use suitable fall arrest equipment that is in good condition.
- I ensure the quality of the anchor point.
- I do not work on my own when I use a harness.
- I know how to use my harness.
- I do not go beyond collective protection without clipping on my harness.
- On an aerial platform, if applicable, I equip myself with a harness and attach myself to an anchor point.
- I check that my harness and equipment are properly fastened and adjusted. I help my colleague check his.



## STEP ASIDE

**Stay out of the path of moving vehicles, plant and equipment.**

- I stay out of the path of machines, moving vehicles, plant, equipment and moving parts. I stay out of the blind spots of vehicles and machines.
- I comply with the traffic plans and the pedestrian-only zones.
- I respect safety perimeters and exclusion zones.
- I position myself outside the area of activity of heavy plant/heavy machinery type excavator (or others).
- I try to make eye contact with the operator of a moving heavy plant/heavy machinery.
- I stop colleagues and third parties entering areas where there are vehicle movements.
- I wear high-visibility clothing.



## CHECK

**Verify that there is no live energy (mechanical, chemical, electrical, fluids under pressure, etc.) before starting work.**

- I am trained, I know the facilities and equipments and I am authorized to intervene.
- I always isolate energy sources, except authorized exception.
- I ensure that the lock-out tag-out (LOTO) has been made and I check that it is on the correct equipment.
- I check the absence of energy wearing the appropriate PPE, or I verify that it has been made, even if the installation is declared consigned or even when a work permit has been issued.
- I never disable or bypass locks without the formal written permission of the responsible manager.



## MAKE SURE

**Only enter a trench if the appropriate wall supports are in place.**

- I only enter a trench if I am authorised to do so.
- In case of doubt about the safety situation, or on the stability of the walls, I alert my hierarchy.
- In case of movements of heavy plant/heavy machinery near the trench, I move myself outside the potential landslide area.

**“Each of us has a role to play for preserve his life but also the one of others”**



## CONTROL

**Test that the atmosphere is safe before entering a confined space and monitor it as you work.**

- I enter a confined space only if I have the necessary authorizations and with the permanent presence of a supervisor outside the space.
- I control or have the atmosphere of the confined space checked before entering it. This check must be carried out by a person with the necessary training.
- I monitor or keep watch the atmosphere throughout the work with suitable equipment and detector.



## HALT

**Do not perform hot work until the fire or explosion risks have been eliminated.**

- I check that the equipment is suitable and in good working condition.
- I demarcate the work area and make sure that my work does not have an impact outside this area.
- I make sure there is no explosive atmosphere and combustible or flammable material in the work area.
- Depending on the results of the risk analysis (example: presence of "explosive atmosphere" area), I only use materials and equipments designed to be used in this kind of area.



## AVOID

**Do not walk or stand under a load.**

- I remain vigilant and also look up when I move around a work environment.
- When I see a suspended load, I go around the exclusion zone.
- I do not cross a barrier that demarcates an exclusion zone.
- I intervene if a colleague or a third party is about to pass or remain under a load or if the crane operator passes a load over people.

**Respect the Life Saving Rules all the time**



## BAN

**Do not work under the influence of alcohol or drugs including driving.**

- I do not work under the influence of alcohol or drugs.
- During work hours or if I have to drive, I do not drink alcohol or consume drugs.
- I intervene or I report the situation if I notice that in my professional entourage a person works or is about to drive under the influence of alcohol or drugs.



## STOP

**Do not manipulate your phone or any other communication device while driving.**

- I limit phone conversations whilst driving to emergencies, and only with a hands-free kit. If the conversation needs to be prolonged,
- I do not check or write messages while driving.
- When I call a colleague, I cut the conversation short if he is driving and I call him back later.
- I do not participate in a phone or Teams meeting while driving.

The 9 Life Saving Rules are essential, but they are not enough: the 5 Safety Essentials must be respected.

## SAFETY ESSENTIALS

I know and apply **the 9 Life Saving Rules**

I **Stop the Work** that I think is unsafe. I raise the alert and we only resume work when conditions are safe





## SAFETY ESSENTIALS

### LIFE SAVING RULES

If they had been respected, the **Life Saving Rules** would have prevented most accidents.

### LAST MINUTE RISK ASSESSMENT

**One minute to check the work environment** before starting an activity.

- ✓ **I stop and observe:** I inspect carefully the workplace and the surroundings
- ✓ **I analyse the work to be done:** what are the different tasks to be performed?
- ✓ **I assess the risks:** are all the safety rules respected?
- ✓ **I check that all risks are under control:** if not, I consult my manager
- ✓ **I perform the task safely:** I only start work having ensured that all safe conditions are met

### SHARED VIGILANCE

Shared Vigilance is being vigilant for your own and for everyone's safety. **Alert someone if his or her safety seems threatened,** and know how to react to someone who intervenes to protect your safety and wellbeing.

### STOP THE WORK

**Not as safe it could be? Stop immediately.**

It is everyone's duty to help to ensure that we all work safely. Raise the alert and ask questions:

- Why is it not safe?
- How should it be done?
- What actions need to be taken?
- When can work resume safely?

### EVENTS & INCIDENTS

I report events & incidents (HiPo, accidents, near misses, unsafe conditions and unsafe acts) **to learn from them and to prevent the worst** from happening one day.





# EVERYONE HAS A REASON TO STAY SAFE

What's yours?

ENGIE one SAFETY:  
our transformation  
journey to zero  
fatalities



one  
**SAFETY**  
Think. Talk. Act.

  
ENGIE



**Never compromise  
on safety**



HEALTH & SAFETY DIVISION  
1, Place Samuel de Champlain  
Faubourg de l'Arche  
92930 - Paris La Défense

[www.engie.com](http://www.engie.com)