

OUR LIFE- SAVING RULES

one
SAFETY
Think. Talk. Act.



Nolife
at Risk

storengy

A company of **ENGIE**



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THE LIFE-SAVING RULES

The Life-Saving Safety Rules must be followed by all individuals present at sites operated by Storengy entities, regardless of their activities. These rules supplement applicable national legislation and local regulations.

They consist of a foundation of nine mandatory rules applicable throughout the ENGIE group, plus an additional four rules specific to Storengy.

This booklet, issued to you personally, aims to provide very practical instructions to help you easily understand essential behaviours that will keep yourself and other people safe.

These rules must be read, understood and upheld by everyone, including co-workers and contractors. Take all appropriate steps to ensure that they are systematically applied.

Pay particular attention to unforeseen situations, if necessary setting a hold point to reassess risks and take appropriate action.

Always report hazardous situations to your line manager.

Nolife
at Risk



HOOK UP

Clip on your harness when working at heights



STEP ASIDE

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



VERIFY

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



ENSURE

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



CONTROL

Before entering a confined space, check that the atmosphere is safe and monitor it while you work



PROTECT YOURSELF

Use protective equipment appropriate to the risks inherent to the activity



ADAPT

Adapt your posture and use the tools and equipment appropriate to the task to be performed



STOP

Never begin Hot Work until any fire or explosion risks have been eliminated



AVOID

Do not walk or stand underneath a suspended load



BAN

Do not work or drive whilst under the influence of alcohol or drugs



PROHIBITED BEHAVIOUR

Do not use your phone or other communication devices while driving



RULE OUT

Stay out of the path of pressurised components that are being disassembled



EXCLUDE

Do not use unauthorised chemicals



HOOK UP

Clip on your harness when working at heights.

Work at height is a leading cause of fatalities and severe injury. Falls can also occur from means of access to elevated areas (ladders, stairs, walkways, scaffolding, etc.).

NOTE: The risk analysis should define the means of access and equipment to be used for work at height, giving priority to collective protection.

- ✔ *I protect myself from falls when I work at height.*
- ✔ *I use suitable fall arrest equipment, in good condition, checked and certified.*
- ✔ *I check the quality of the anchor point.*
- ✔ *I don't work alone when using a harness.*
- ✔ *I know how to use my harness and have received appropriate training.*
- ✔ *I do not go beyond collective protection without clipping on my harness.*
- ✔ *In aerial work platform, if applicable, I equip myself harness and hook me to a suitable anchor point.*
- ✔ *I check that my harness and fall arrest systems are properly attached and adjusted.*
- ✔ *I help co-workers check their equipment.*

HOOK UP



This rule applies, for example, to the following work situations:

- Work without static collective fall protection.
- Installation/removal of collective protection.
- In telescopic boom lifts.
- On rooftops, near fragile materials and equipment.

It is also necessary that if it is not possible to set up collective protection (e.g. fixed or movable platforms, scaffolding or barrier fencing), **workers must use personal fall protection, consisting of an anchor point, a harness and a fall arrest lanyard. Additionally:**

- Workers must be trained for work at height.
- Fall protection equipment must be appropriate, in good condition and regularly checked.
- The complete lanyard and energy absorbing system must have an elongation smaller than the possible fall height, with a safety margin.
- Anchor points must be checked.
- Ladders may only be used as a temporary means of access, and their use must be strictly controlled.
- Workers must use a harness to clip onto scaffolding during erection, dismantling, inspection or modification work, or if no collective protection is in place.
- Only climb scaffolding that has been checked and has a sign allowing access.
- Aerial lifts must not be used as a means of access or for load handling. The operator and supervisor must both hold a valid operating permit and CACES safety certification.



STEP ASIDE

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

Moving machinery can cause traumatic injuries in the event of collision or crushing arising from inattention or poor visibility.

- ✔ *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 avoid standing between a moving machine and a static obstacle.*
- ✔ *I comply with traffic plans and pedestrian-only zones.*
- ✔ *I respect safety perimeters and exclusion zones.*
- ✔ *I position myself outside the area of activity of excavators and other heavy machinery.*
- ✔ *I try to make eye contact with the operator of moving heavy machinery, or the signaller where applicable.*
- ✔ *I stop co-workers and third parties entering areas where there are vehicle movements.*
- ✔ *I wear high-visibility clothing.*

STEP ASIDE



This rule concerns moving heavy plant, forklifts, loaders, vehicles, installations, equipment and machinery.

All sites subject to a risk of collision between vehicles, or between vehicles and pedestrians, must have a formal traffic plan, to include:

- Identification and organisation of traffic flows by pedestrians and the various types of vehicle.
- Identification and signage of loading, unloading, parking and manoeuvring areas.
- Definition of vehicle and machinery manoeuvring areas, prohibiting all potential sources of distraction.

This risk must be managed taking the following considerations into account:

- If there is no collective protection, maintain a safe distance.
- Follow the instructions of the signalman
- Check that audible and visual warning devices operate correctly.
- Machine operators must be authorised and hold an operating permit.
- Check that loads are securely attached.
- Lower the forks when moving forklift trucks.
- Position vehicles appropriately on the roadway, according to the size of the load.
- Drive according to the condition of the roadway (allowing for potholes, inclines, etc.).



VERIFY

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

When work requires installations to be de-energised, they must be locked out in accordance with the lockout management procedure.

NOTE: Always Isolate and Inert hydrogen systems before working on them.

- ✔ *I am trained, certified and authorised to carry out the work and am familiar with the systems and equipment.*
- ✔ *I isolate energy sources, or have them isolated.*
- ✔ *I check that the lockout procedure has been performed, and on the correct equipment.*
- ✔ *I check the equipment to ensure that all energy supplies are disabled, or ensure that such checks have been performed, even if the installation has been declared locked out or a work permit has been issued.*
- ✔ *I never disable or bypass locking devices without formal written permission from the competent manager.*
- ✔ *During the lockout procedure, I check the identification and markings of the components and installations being locked out.*

VERIFY



All (fluid and mechanical) energy sources must be locked, isolated, drained or secured before beginning work.

Before work starts, the installation must be locked out (separation, condemnation, labelling, dissipation, verification of absence of energy, additional measures if necessary). The team must :

- Know the process: issuance of a work permit and related lockout certificate.
- Have the necessary certification level, understand the lockout procedure, confirm it has been applied and obtain a work permit.
- Perform its own energy check, or ensure that one has been performed. The check must be carried out before work can begin. Depending on circumstances, it may be performed using a voltage absence tester (VAT, an explosimeter, a machine startup test, a pressure gauge, or by checking that mechanical blocking devices are present.
- Ensure that residual hazardous energy or fluids are dissipated or suppressed.
- Be covered by appropriate procedures, training and authorisations when working in the presence of energy/fluids.
- Prohibit the bypassing of safety locking devices without formal written permission from the appropriate management level.
- Ensure that the identified equipment items or components are locked out and labelled "Do not use".



ENSURE

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

If heavy machinery is operating near the trench, I stay out of the potential landslide area.

I follow the recommendations in the fencing and marking report and in the excavation permit.

- ✔ *I only enter a trench if I am authorised to do so.*
- ✔ *I inform my supervisor in case of doubt about the safety situation, or the stability of the walls.*
- ✔ *If heavy machinery is operating near the trench, I stay out of the potential landslide area.*
- ✔ *I follow the recommendations in the fencing and marking report and in the excavation permit.*

ENSURE



These provisions apply to trenches and excavations. Before work begins, a competent person should check:

- The stability of the walls and soil in and around the trench.
- The presence of suitable shoring, which is mandatory for depths greater than 1.3 m and trench widths less than or equal to two thirds of the depth. (Below these dimensions, shoring is discretionary, based on the risk analysis).
- That suitable means of access have been installed, in safe locations.
- That a valid excavation compliance/accessibility sign is present.
- That the area around the trench is protected.
- That the work area is marked out.

For sloped wall excavations, it is necessary to check the absence of signs of collapse of the walls before going down into the trench.

When working in trenches, it is necessary to:

- Hold a work permit.
- Check that the means of protection are defined before the start of the operation.
- Install physical protection for structures.
- Whenever possible, install/remove shoring from outside the trench.
- Remain protected against the risk of wall collapse or overturning equipment while installing and removing shoring.
- Ensure that nearby machinery is positioned at least 1 m from the edge of the excavation.



CONTROL

Before entering a confined space, check that the atmosphere is safe and monitor it while 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.

- ✔ *I avoid entering a confined space unless absolutely necessary.*
- ✔ *I enter a confined space only if I have the necessary authorisations and under constant supervision by a watchman stationed outside the space.*
- ✔ *I test the atmosphere in the confined space (or have it tested) before entering.*
- ✔ *This test must be carried out by a person with the necessary training.*
- ✔ *I monitor the atmosphere (or have it monitored) throughout the work, using suitable equipment and detectors.*
- ✔ *I ensure that the space is properly ventilated.*



Never work alone in confined spaces. An entry permit is necessary. Work in confined spaces is subject to the following requirements:

- Workers must be trained and approved to work in confined spaces.
- A risk analysis must be carried out, to identify any measures to be implemented (e.g. forced ventilation, extractor fan, breathing mask, removing hazardous materials/substances, etc.).
- If heavy gases may be present, all workers must be equipped with an ankle-worn four-gas detector.
- Where justified by the configuration of the space, suitable means of evacuation must be defined.
- A trained watchman must remain stationed outside the confined space throughout the operation.
- Ideally, constant communication should be maintained with the individuals inside the confined space.
- A secure means of access (stairs, ladder, tripod, etc.) must be used.

A confined space evacuation procedure exists, including the use of emergency breathing apparatus with suitable equipment and detectors.

In case of doubt, if a confined space is not identified as such, inform your manager in order to jointly define the working conditions.



PROTECT YOURSELF

Use protective equipment appropriate to the risks inherent to the activity.

NOTE: The list of authorised PPE is available in the PPE catalogue.

- ✔ *I always wear my standard PPE in the process area.*
- ✔ *I adapt my PPE according to the task at hand.*

PROTECT YOURSELF



Personal protective equipment (PPE) is one of the cornerstones of workplace safety. Wear your PPE at all times and keep it in good condition.

PPE is the final barrier against accidents, and can reduce their severity. Collective protective equipment (CPE) should take precedence over PPE.

All employees must equip themselves according to the activity to be carried out. For some work, additional PPE may be required:

Always wear standard PPE at all times in process areas:

- Antistatic overalls (covering the legs and with long sleeves).
- High-visibility clothing.
- Safety helmet.
- Eye protection.
- High-cut safety shoes (compliant with ESD standard for work on H₂ installations).
- Four-gas detector (lower explosive limit (LEL) suited to the gases).
- Ear protectors within reach.

Wear PPE and special devices according to the work activity and the risk assessment:

- (Single or dual) hearing protectors.
- Suitable gloves.
- Harness with fall arrest system for work at height.
- Breathing protection.
- PPE for chemical risks (liquid waste, asbestos, lead, etc.).
- PPE for electrical risks.
- Etc.

Where necessary, clean and store PPE in a suitable location.



ADAPT

Adapt your posture and use the tools and equipment appropriate to the task to be performed.

- ✓ *I check the tools and machines before using them in an activity.*
- ✓ *I adapt my working posture to preserve my health and safety.*
- ✓ *I raise an alert as soon as an ergonomic issue (material or postural) is identified.*

ADAPT



Choosing an appropriate tool for the task, checking its condition and examining a suitable working posture is a guarantee of a safe activity.

Teams should consider the following recommendations:

- Assess the working environment.
- Use handling aids whenever possible.
- Inform your line manager if no tools suited to the task are available. Do not simply make do with whatever tools are to hand.
- Do not modify tools or equipment without prior permission from the manufacturer.
- Always use tools in accordance with operating instructions.
- Wear gloves appropriate to the risk.
- Adapt your posture according to the tool being used and the task being performed (taking into account the duration and repetitiveness of the task).
- Adapt the procedures for handling large, heavy or bulky loads liable to obstruct the operator's field of vision.
- Ensure that everyone who uses tools understands the safety instructions.
- Never tamper with or remove safety devices intended to prevent physical injury.
- Clean tools and store them in a suitable place to avoid damage.
- Report any defective tools and remove them from service, affixing a label indicating their quarantined status.



STOP

Never begin Hot Work until any fire or explosion risks have been eliminated.

- ✔ *I mark out 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..*
- ✔ *I obtain the necessary permit for hot work.*
- ✔ *I opt for cold cutting and repair techniques whenever possible.*
- ✔ *I use equipment compatible with explosive atmospheres if necessary (equipment certified for explosive atmospheres, antistatic anti-sparking tools, etc.).*

STOP



Fire and explosion risks can be caused by:

- Equipment, the presence of combustible or flammable materials, projections of particles and sparks, or the release of flammable gases or vapours.

The work team must :

- Obtain a work permit and follow the related procedures.
- Set up suitable fire extinguishers near the work area.
- Check that equipment is in good condition.
- Ensure that flammable or combustible product stores are identified and secured.
- In risk areas (for example: ATEX zone), check the concentration of flammable substances (gases, dust, etc.) before starting work, and monitor the concentration throughout the duration of the work.
- Control the risks of projection outside the work area, in accordance with the hot work permit.
- Take equipotential bonding into account when working on gas or hydrocarbon-containing systems.

For hot work, the risks must be monitored during the work, whenever work resumes after a pause, and following completion of the work (if a fire risk exists) according to the instructions in the hot work permit.



AVOID

Do not walk or stand underneath a suspended load

Lifting operations include manipulations involving cranes, hoists or other lifting devices and accessories.

- ✔ *I do not walk or stand underneath a load.*
- ✔ *I remain vigilant and also look up when moving around in a work environment.*
- ✔ *When I see a suspended load, I stay out of the exclusion zone.*
- ✔ *I do not cross barriers marking out an exclusion zone.*
- ✔ *I intervene if a co-worker or third party is about to cross or stay in such a zone.*

AVOID



All lifting operations must obey a formal process: risk assessment; definition of the method; description of the implementation of the operation; compliance with the safe working load of the lifting equipment and its accessories; and authorisation to proceed.

The following considerations should be taken into account when planning work:

- Check that a suitability assessment has been carried out.
- Balance the load and lift it vertically.
- Check the condition and stability of the ground, and check for the possible presence of buried structures nearby.
- Identify and clearly mark out the exclusion zone.
- Check the maintenance and routine inspection record of lifting accessories.
- Operators must be qualified to use the lifting equipment.
- Use guide ropes (positioned away from the lifting cone) to control the load if it is liable to tilt or turn.
- Identify a single signaller to guide the operation.
- Before starting the lifting operation, check that the load is properly secured and identify its centre of gravity.
- If possible, physically protect any energised equipment situated near the load.

A lifting plan is mandatory for all lifting operations involving mobile cranes, or if required by the risk analysis.



BAN

Do not work or drive whilst under the influence of alcohol or drugs.

- ✓ *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 take drugs.*
- ✓ *I intervene or report the situation if I notice someone in my professional environment who is working or is about to drive under the influence of drugs or alcohol.*

BAN



Working or driving while under the influence of alcohol or drugs is not permitted.

The consumption of alcohol is prohibited during any work-related activity (including business travel...). The blood alcohol limit is 0 g/l.

Consumption of drugs is prohibited during all work-related activities (working time, business travel, etc.) and in the workplace.

Working while under the influence of drugs in any form is prohibited.

These bans are justified by the need to protect the health and safety of employees. It has been proved that when alcohol and drugs are used:

- People underestimate risks and overestimate their capabilities.
- Alertness and resistance to fatigue decrease.
- The field of vision narrows, and relief, depth and distance perception is altered.
- Movements become less coordinated



LEVEL 1

CAUTION REQUIRED
Do not drive without first reading the instructions



LEVEL 2

EXTREME CAUTION REQUIRED
Do not drive without first seeking the advice of a health professional reading the instructions



LEVEL 3

DO NOT DRIVE
Seek medical advice before resuming driving



PROHIBITED BEHAVIOUR

Do not use your phone or other communication devices while driving.

- ✔ *I do not participate in conference calls or Teams meetings while driving.*
- ✔ *I do not check or write messages while driving.*
- ✔ *When I call a co-worker, I end the conversation and call them back later if they are driving.*
- ✔ *I do not use any means of communication while on the move, even if the speed limit is 20 km/h.*

PROHIBITED BEHAVIOUR



This rule applies to all categories of vehicle.

Communication equipment includes, but is not limited to: mobile phones, smartphones, computers, digital tablets, DECT phones, walkie talkies, etc.

Never handle a phone or any other communication device while driving.

As a passenger, do not hesitate to intervene if the driver handles a communication device.

Avoid phoning someone if you know they are driving.

When you call someone, check they are not driving; if they are, cut the conversation short or ask them to park.

Telephone conversations while driving are prohibited, due to the observed effects on driving :

- Impaired concentration and attention to signage and other road users.
- Priority tends to be given to the phone conversation.
- Longer reaction times and braking distances.
- Infringement of the safe distance between vehicles.
- Decreased field of vision (tunnel effect) and less attention paid to pedestrians looking to cross the road.



RULE OUT

Stay out of the path of pressurised components that are being disassembled.

Any sudden release of pressure from a pressure vessel or pressurised system can be extremely dangerous. It can lead to products or substances being projected or sprayed, and can cause a loud noise or ignition.

- ✔ *I stay clear of the path of pressurised components that are being disassembled.*
- ✔ *I check the equipment documentation before starting it.*
- ✔ *I make sure that accessories are suitable for the pressure range.*
- ✔ *I do not tighten or loosen fastenings that are under pressure.*
- ✔ *I never force a part that is difficult to unscrew.*

RULE OUT



This rule applies to all activities involving an identified pressure risk.

Before starting the operation, teams must:

- Check for pressure and/or fluid before disassembling or working on equipment.
- Adopt a working method and tools appropriate to the pressure conditions (in accordance with the instruction manual).
- Use properly inspected, compliant equipment.
- Never modify pressure equipment without first consulting the manufacturer.

Always follow the lockout rules defined in the Storengy handbook.

Work teams must also:

- Avoid working on pressure equipment, or if this is not possible, take appropriate risk prevention measures:
- Use hoses with anti-whipping cables.
- Check that the pressure gauge functions correctly and is suitable for the pressure range.
- Report any modifications to structures and manage the change appropriately.
- Follow the operating manual when restarting equipment.
- Check whether documentation needs to be modified as a result of a change.

In case of doubt regarding an assembly, a hold point must be declared.



EXCLUDE

Do not use unauthorised chemicals.

Chemicals can cause damage, whether due to their effects on health or their physical properties (flammable, toxic, corrosive, etc.).

- ✓ *Before using chemicals, I read the relevant Material Safety Data Sheets (MSDS) and/or Local Usage COSHH Assessments before using a chemical product.*
- ✓ *I do not bring in or use unauthorised chemicals.*
- ✓ *I adapt my protective equipment (individual or collective) according to the activity to be carried out in contact with chemical substances.*

EXCLUDE



This rule applies to all teams likely to work in contact with chemicals. Hazardous substances include: chemicals; withdrawal water and treatment effluent; fumes; Dust; Vapours; Mists; gas.

Teams must follow the following recommendations:

- Observe precautions and safety rules.
- Identify the location of first aid equipment.
- Place products on spill retention containers, observing their maximum capacity and taking product compatibility into account.
- Limit the quantities of chemical products at the worksite.
- Check that a spill kit is conveniently accessible.
- Wear specific PPE appropriate to the product being used.
- Do not place flammable products near heat sources.
- **Before transferring a product, label the new container appropriate to new contents.**
- Use suitable equipment when transferring chemicals.
- Store, handle and dispose of chemicals in accordance with the manufacturer's instructions.
- Report any accidental contact with hazardous substances and take suitable first aid measures.
- Comply with waste disposal rules.
- Complete an exposure sheet for the submitted chemicals (COSHH Assessment).

CONSEQUENCES OF NON-COMPLIANCE WITH THE LIFE-SAVING RULES

Breaking any of the rules in this booklet will trigger an immediate response.

Employees or third-party workers caught in the act of:

- intentionally disregarding a safety rule,
- concealing an accident,
- working without permission or a work permit,
- failing to comply with instructions issued in case of immediate danger,

will be immediately prohibited from continuing their activity and will be subject to measures appropriate to the infringement.



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

I **Stop the Work** if I think it is
dangerous. I raise the alarm
and we only resume work
when conditions are safe



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at Risk



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A company of **ENGIE**