

# **Regulations for Outside Companies**

The collaboration of individuals or work groups, irrespective of whether they are from the same company or different companies, can virtually always cause reciprocal hazards.

**The supreme occupational safety goal at A1 is  
the health and safety of all employees.**

The activities of all internal and external employees must be subordinated to this goal.

**Note:**

Where personal references are used in the male form only for more fluent reading in the following, these shall refer equally to women and men. He/she are naturally both addressed and addressed equally.

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## 1. General Information

When accessing buildings or surfaces in accordance with the scope of validity set out below, as well as in the performance of their work, non-company employees may be exposed to particular hazards unknown to them. However, new hazards may also emerge in the course of the contract fulfilment. These Outside Company Regulations therefore serve to ensure the safety of non-company employees, but also the safety of the Client's employees, and are therefore valid for all individuals who are not employees of the Client.

The regulations set out in these Outside Company Regulations must be followed by the contractor, his employees, as well as all subcontractors and their employees. They serve to guarantee occupational, operational and plant safety in the areas set out in 1.1., as well as the implementation of statutory requirements.

Noncompliance on the part of a contractor's employees can lead to their expulsion from all areas set out in 1.1. depending on the reason and severity, immediate cessation of the works can be ordered by the Client, especially in the case of

- obvious disregard for occupational safety regulations or
- obvious safety hazards

within the scope of construction or assembly works, namely until the source of the hazard has been eliminated.

The costs and consequences caused by the interruption shall be borne by the contractor. The agreed completion date shall remain unprejudiced by this measure.

### 1.1. Scope of Validity

- All objects (buildings, containers, ...) owned or rented by the Client
- All properties owned or rented by the Client
- The Client's general and technical operating and infrastructure facilities

### 1.2. Definitions and Terms

- Non-company employees are individuals from outside companies, external service providers, suppliers/contractors and their employees and subcontractors, courier services, visitors, customers and business partners, etc., who do not have a direct employee, leasing or payrolling contract with the Client.
- The Client within the scope of this document is A1 Telekom Austria AG and its affiliated companies, unless specifically stated otherwise.
- Person responsible for a project (Project Manager):  
The employee named by the Client within the scope of the award of contract (contact person).

- Contractor (hereinafter also referred to as outside company):  
The non-company person/company that accepts a contract from the Client.
- Contractor's responsible person:  
The Contractor can name a person who is responsible for handling of the contract on the part of the Contractor and serves as the Client's contact person.
- Supervising person (Supervisor):  
In the case of construction or assembly works, the Contractor undertakes to name a Supervisor in writing. It must be possible to reach this person at all times during performance of the works, and he must be able to be on site within one hour if necessary.
- Coordinator:  
If employees from different companies are working in the same area at the same time, a Coordinator must be appointed. The Coordinator can be an employee of one of the outside companies involved, or one and the same person as the Project Manager.

The Outside Company Regulations are an integral part of all contracts concluded between the Client and the Contractor, inasmuch as these concern the Client's objects, properties or infrastructure. On acceptance of the contract, the Contractor undertakes to comply with the regulations set out in this document.

The Outside Company Regulations contain important rules of conduct that must be followed by non-company persons. **Since a complete listing of all contingencies cannot be guaranteed, the Contractor and the Project Manager must agree the extent to which additional instructions are relevant for handling of the project when the Contractor accepts the contract.**

Non-company persons are moreover obliged to comply with the relevant laws, regulations, rules, standards and other provisions in accordance with the state of the art that go beyond the regulations set out in this document, inasmuch as they are relevant for fulfilment of the contract.

The production of film and/or photo materials is only permitted with the explicit prior consent of the Client. Moreover, the data protection regulations and the Client's intangible property rights (such as trademark protection) must be observed in this context.

## 2. Instruction

The Contractor or the Contractor's responsible person or the Supervisor in representation of the same must instruct all the employees deployed with regard to the potential hazards and environmental impairments associated with their work - prior to starting the work - in an understandable manner, make sure that this instruction has been understood, and document this, in particular with regard to

- the Client's company-specific regulations,
- the contract-specific reciprocal hazards and actions that were identified and defined within the scope of the joint hazard assessment, and
- the contract-specific hazards and actions arising from their own work,

and ensure that any subcontractors contracted by the Contractor do the same for their employees.

The relevant documentation (proof of instruction) must be kept on site and presented to the Project Manager on demand.

If the works to be performed by the Contractor continue for a period of more than one year, this instruction of the employees deployed for the Client must be repeated annually.

### 3. Right of Access

Staying in objects, on properties or in/on/at infrastructure of the Client is only permissible in compliance with the policy "**Keys and Access Cards for Suppliers**" (under [a1.net/Einkauf](https://a1.net/Einkauf)) - and only at the locations, workplaces and infrastructure areas directly associated with the visit or the scope of the work assigned, with appropriate qualification, in order to perform the tasks.

Other surfaces than those necessary in order to fulfil the contract may not be accessed without authorisation. Canteens and social rooms must be headed for by the direct route.

After ending the visit or the works, the company grounds or infrastructure area must be left by the shortest route and without delay.

The Contractor's employees deployed for the Client must be clearly identifiable as employees of the Contractor. This can be accomplished by a company logo on the work gear and/or the visible wearing of a name tag (incl. name of company and logo).

### 4. Coordination

The Contractor must take suitable actions to prevent additional hazards for the Client's employees or employees of other outside companies from arising.

In coordination with the Project Manager, the Contractor must perform an evaluation of reciprocal risks pursuant to *ASchG* [Occupational Safety Act] §8 based on a hazard assessment (using Annex 1) (directly on site, if necessary).

Based on the results of the documented hazard assessment, actions must be coordinated and the Contractor is obliged to instruct his own employees therein. The proof of instruction must be kept on site and presented on demand.

If a reciprocal hazard is identifiable as a result of the hazard evaluation performed, a suitably qualified coordinator must be appointed.

The Coordinator must coordinate the works so that a reciprocal hazard can be ruled out. The safety and health of everyone involved must not be impaired at any time. The companies must inform each other about the hazards associated with the works. The Coordinator's instructions must be followed.

In the case of an immediate hazard for employees or third parties, the works must be stopped immediately by the Coordinator. In this case, the responsible persons from the companies involved must be informed immediately.

The Coordinator's tasks and powers must be documented in writing. Responsibility for safe performance of the works always remains with the responsible persons from the outside companies.

## 5. General Safety Arrangements

The Contractor is responsible for his employees being in possession of all the necessary professional certificates and licenses required for the works to be performed, and their having been instructed accordingly.

Only suitable work equipment that has been tested in conformity with requirements may be used as intended. It must be protected from unauthorised activation. Defective work equipment must not be used.

As a matter of principle, use of the Client's equipment and vehicles is not permitted. Exceptions shall only be possible by agreement with the Project Manager. However, only individuals who have the required and valid driving licences may be deployed.

Work materials must be suitable for fulfilment of the contract and used as intended (as specified by the manufacturer).

Hazardous work materials must be reported to the Project Manager in writing before the planned use, even when all statutory regulations are complied with, thereby observing the following points:

- \* proof of knowledge of the subject
- \* scope of works with the hazardous work material
- \* presentation of the safety data sheet

They must be approved by the Project Manager with documentation. Hazardous work materials may only be stored in the quantities required for a day's work. Their use or their storage must not cause any environmental damage. The imperative of substitution must be complied with.

Employees must be instructed accordingly before they use work equipment or work materials, and they must use suitable personal safety equipment if necessary.

Works on or near electrical plants and installations must in every case be coordinated with the Client's building services and approved by the same (get contact details from the Project Manager). Unauthorised manipulation of electrical installations is forbidden.

If it is necessary to stay within the radius of action of mobile radio or directional radio antenna systems for the performance of required works, additional instruction by the Project Manager is required.

Drilling and demolition works are only permissible in accordance with the contract awarded. Drilling in load-bearing elements or structures is forbidden or permitted only after approval by the Client.

Building sites must be secured and may only be left in such a condition that there is no risk for humans and buildings.

If shared safety equipment is used, it must first be checked for any obvious defects. Any defects must be reported to the Project Manager and also - if appointed - to the Coordinator.

As a matter of principle, **safety equipment** may not be removed or rendered ineffective. If, in the course of building progress, it becomes necessary to remove safety equipment that serves to protect the works or employees temporarily for procedural reasons, this must be coordinated with the Project Manager and effective equivalent **substitute measures** must be taken for the duration of the works by the company responsible for the removal.

Potential hazard zones must additionally be secured by appropriate means, such as e.g. barriers.

Floor openings and building edges must be fitted with a stable safeguard (the design must also protect blind or visually impaired persons). Mere marking with warning tapes is not sufficient.

After the end of the works, all the original safety measures must be restored.

## 6. Personal Safety Equipment (PSE)

Where PSE (e.g. safety boots, helmet, protective gloves, high-visibility vest, ear protection, fall protection) is prescribed for the work area, the Contractor must essentially provide the same to his employees in sufficient quantity and quality, and ensure that his employees use the same in accordance with the instructions provided and as intended.

For the rest, the Contractor must evaluate and determine whether he possibly has to provide additional personal safety equipment to his employees for fulfilment of the contract.

## 7. Ladders, Scaffolds, Elevated Work Platforms

Use only intact, standardised and tested ladders, scaffolds and elevated work platforms. They must display the clearly legible name of the owner.

Stability must be guaranteed, they may only be set up on a surface that is able to take a load and as level as possible. The equipment must be secured against side-slipping or tipping over.

Areas adjacent to or below the worksite must be safeguarded appropriately (warning, cordoning off, marking). Particular care must be taken in the vicinity of thoroughfares and workplaces.

If necessary, the prescribed personal safety equipment must be used. The manufacturer's instructions for assembly, use and operation must be followed.

### 7.1. Scaffolds

Must be assembled in conformity with standards, the fall protection equipment in place (e.g. railings, covers, barriers) must not be altered or removed when using scaffolds!

As a matter of principle, scaffolds must not be accessed until they have been approved. They must be secured against unauthorised access!

The scaffolds must be provided with a scaffold marking. Any person using the scaffold must make sure that the scaffold is inspected for obvious defects before use.

If defects are identified in the inspection, the scaffold with the defective areas may not be used.

The local site management/technical management and, if appointed, the Coordinator must be notified immediately.

### 7.2. Elevated Work Platforms

If the use of an **elevated work platform** is necessary for performance of the contracted works, the Contractor must ensure that the employees deployed are trained and instructed accordingly, and that they use the prescribed PSE. The same applies mutatis mutandis for the driving of industrial trucks.

## 8. Noise

In the case of noisy works, the trip and exposure thresholds set out in the regulation "Lärm- und Vibrationen (VOLV)" ["Noise and Vibrations"] must be observed. Works exceeding the maximum permissible limit of 85 dB(A) must be avoided and must be approved by the Project Manager.

In the case of longer-lasting noisy works in office buildings, the people in the building affected by the noise must be informed in advance.

## 9. Storage

Materials may only be stored in places agreed on in advance with the Project Manager. Corridors, staircases, connecting routes, escape and rescue routes may not be used for the storage of materials (not even just for a short time).

## 10. Internal Traffic on Our Properties

- Pedestrians must use footpaths, where available.
- Vehicles may only be parked on the parking spaces provided and marked as such.
- Vehicle movement on the Client's properties (whether with own vehicles or rented vehicles) must be reported to the security service (if available).
- Only vehicles that are roadworthy and in safe condition for operation may be used on the Client's properties.
- Considerate and circumspect behaviour vis-à-vis other road users is prerequisite on all thoroughfares.
- The Highway Code [StVO] applies on the properties, but as a matter of principle the maximum speed is limited to 30 km/h. In the case of deviating speed limits on site, these must be complied with.
- When driving motor vehicles, the employees must carry their driving licence with them and present it to the managers on demand.
- Driving in buildings (e.g. underground garage, warehouse) is only permissible with the approval of the Project Manager.
- It is forbidden to keep the engine running idle.

## 11. Hazardous Works

As a matter of principle, hazardous works must not be performed until approved in writing by the Project Manager.

Examples of hazardous works are:

- works in cable ducts
- works on roofs or with risk of falling
- works with risk of fire (hot works, such as welding, cutting, ...)
- works in areas with risk of explosion
- works on electrical installations

### 11.1. Works in Cable Ducts (Underground Containers)

Works in cable ducts and underground rooms bear particular risks (risk of fire and explosion due to gases, risk of suffocation due to lack of oxygen, risk of falling, bumping, jamming and crushing, public traffic). Regulations issued by the Client (e.g. accident prevention regulation) must be observed. This requires additional instruction by the Project Manager (air measurement, inspection of ladders, record, driving permits, etc., ...).

### 11.2. Works on Roofs or with Risk of Falling

As a matter of principle, the respective fall protection necessary for performance of the works - depending on the fall height - must be put in place and appropriate PSE used.

Unbidden access to infrastructure facilities or access to roof surfaces, as well as any works on the roof are permitted only **after** the award of contract. Information about the ways to access and load-bearing capacity of the roof must be obtained from the Client.

Protective measures must be taken to prevent slipping or falling off, as well as work materials and tools falling down on the outside and on the inside.

As a matter of principle, glass surfaces must be considered as not unbreakable. Temporary protection must be provided for when working on or near glass surfaces.

All openings in flat roofs, such as e.g. light domes, smoke and heat venting apertures, etc., must be considered as not puncture-proof or not fall-proof. When working in the area of these openings, the Contractor must provide safeguards, if necessary. Any existing attachment points for PSE may only be used after consultation with the Project Manager.

Before the start of works with a risk of falling, the measures that may be required for a rescue operation must be taken and rescue plans prepared.

A second instructed person must be present for the entire duration of the works, who has the possibility to notify a first-aid post on the one hand, and can assist the person to be secured on the other hand.

Outdoor works with a risk of falling are not permissible in unfavourable weather conditions (humidity, ice, strong wind, etc.).

#### 11.3. Works with Risk of Fire - Permit for Works with Risk of Fire

- A permit for works with risk of fire must be obtained from the Client's Project Manager before starting fiery or hot works, welding or cutting works, and similar processes. All fire prevention measures set out in this permit must be followed strictly.
- Obtain information about smoke alarms and sprinkler units.
- Provide suitable extinguishing agents for firefighting.
- Works that cause smoke or dust emissions are hazardous to health and must be substituted by lower-emission work methods (e.g. sawing instead of cutting, etc.).
- If smoke or dust emissions cannot be avoided, extraction units must be used.
- The Client's premises are generally equipped with active smoke alarms. Smoke or dust emissions can trigger the smoke alarms. Smoke detection is forwarded to the local fire brigade automatically and directly. The costs of any unnecessary call-outs shall be borne by the causing party.

#### 11.4. Works in Areas with Risk of Explosion

- Access only for authorised and instructed persons
- Ventilate work areas well at all times; **naked sources of ignition, naked light and smoking forbidden.**
- Use of low-spark resp. explosion-proof work equipment.
- A risk of explosion cannot be ruled out if sparks are to be expected. The works must be coordinated with the Project Manager.
- If safeguards are deactivated when working in areas with a risk of explosion, this must always be coordinated with the Project Manager in advance.

## 12. Documents

Hazard evaluation, operating instruction, proofs of instruction, test documents and qualification certificates must be issued in German. If employees of outside companies are deployed who are not fluent enough in German, the outside company must ensure that these employees clearly understand the occupational safety regulations. Communication with the Contractor's Supervisor in German must be ensured. The Contractor's operating instructions must be kept on site.

## 13. Environmental Protection

The environmental protection laws applicable in Austria must be complied with.

The Contractor's works must not cause any environmental damage to the Client's properties or objects (air, water, soil, ...). When using substances that are hazardous to water (liquids), it must be ensured that they cannot get into either the sewage system or the soil. The use of substances that are hazardous to water or flammable must be approved by the Client in advance.

All the measures necessary in this respect must be carried out by the outside company of its own accord and without further demand.

## 14. Waste Disposal

As a matter of principle, the arrangements agreed contractually shall apply with regard to waste disposal. The waste management laws and regulations applicable in Austria must in any case be complied with.

The Client's properties, objects, and thus the respective work areas must be kept clean and free from waste. Waste must be collected separately and duly disposed of at own expense. Proofs of disposal must be forwarded to the Project Manager. Waste should be disposed of daily, where possible. The Contractor as the producer of waste is not permitted to dispose of the waste at the Client's collection points.

Exceptions to this rule shall only be possible after written approval by the Project Manager.

The costs of disposal for any waste not disposed of and any resulting damages shall be billed to the Contractor.

## 15. Alcohol, Drugs, Non-smoker Protection

The Contractor or persons working for him may not access the Client's objects or properties if they are carrying alcohol or drugs, or if they are under the influence of alcohol, drugs or other substances that impair the safety of their work.

Smoking is absolutely forbidden in all the Client's premises, in particular in areas with explosion protection, such as storage and filling stations with flammable materials (e.g. tank rooms). Smoking e-cigarettes, hookahs or the like is also forbidden. Smoking is only permitted outdoors in specifically marked areas.

## 16. Eating and Drinking

Eating and drinking at the workplaces is not permitted. The break or social rooms provided must be used for eating and drinking.

## 17. Conduct in an Emergency

### 17.1. Working Environment

The Contractor or people working for him must familiarise themselves with the new working environment, and must clarify the following important issues for an emergency with the Project Manager before starting to work:

- Where are the notices with the most important information?
- Where are the escape doors and escape routes?
- Where is the meeting point?
- Where is the first-aid equipment (e.g. first-aid kit, defibrillator, or availability of first-aiders)?
- Where is the fire-fighting equipment (e.g. fire extinguishers or hydrants)?
- Where can I set off an alarm (fire alarm call point or phone)?

### 17.2. Prohibition, Information and Safety Signs

The prohibition and information signs, as well as the safety signs must be followed. The Client uses only standardised **safety signs** (mandatory action signs, prohibition signs, warning signs, rescue signs, fire protection signs, GHS pictograms). The Contractor must ensure that the people working for him know the meaning of the respective signs.

Example:



Standort Feuerlöscher  
Location of fire extinguisher



Fluchtweghinweis  
Escape route



Sammelplatz  
Meeting point

### 17.3. Fire Protection, Escape

The emergency and alarm plans posted at the respective sites must be taken note of. The notice "Fire Action" and the fire safety regulations handed out by the Project Manager must be observed.

**The Contractor's responsible or supervising person is independently responsible for compliance with fire safety at the workplace and has confirmed this with his signature on the proof of instruction!**

**As a matter of principle:**

- Escape and rescue plans are posted in the entrance area of every building.
- In the event of fire and evacuation, you must leave the buildings by the shortest/fastest route and go to the meeting point.
- Doors and gates must not be wedged open or otherwise prevented from closing.
- If a fire or strong smoke development occurs despite all due care, set off the alarm by pressing the push-button alarm. In buildings without a push-button alarm, call the fire brigade directly (emergency number 122).
- Inform the Client's Project Manager as well, as soon as you are in safety.

17.4. What to Do in a Fire

- 1) Stay **calm**!
- 2) **ALARM** the fire brigade, set off the evacuation alarm or warn others, if necessary; **RESCUE, EXTINGUISH.**
- 3) **Close** the **doors** of the fire room or compartment.
- 4) Close staircase and escape route doors.
- 5) **Do not use the lifts.**

17.4.1. If Escape Is Possible

When the evacuation alarm sounds (bell/horn or speaker announcement), leave the building immediately by the nearest escape routes, staircases, emergency exits, and go to the meeting point.

Warn anyone nearby, and help injured people and people with physical impairments.

17.4.2. If Escape Is Not Possible

- Stay in the room
- Close the doors, open the windows
- Make yourself noticeable to the firefighters

17.4.3. Fire Alarm

Dial the posted phone number or 122

- **Who** is speaking? (name and company!)
- **Where** is the fire?
- **WHAT** is burning?
- **How** many casualties?

Caution:

**RESCUE first, then EXTINGUISH!**  
**Human lives are more important than damage to property!**

### 17.5. The Best Fire Safety Is Preventive Fire Safety!

- Caution and circumspection at the workplace, be considerate of your fellow men!
- No unnecessary fire loads on the building site or at the workplace!
- Switch off all sources of ignition (pay attention to flying sparks)!
- Observe fire compartments (keep fire doors closed)!
- Partition cable and pipe lead-throughs off properly, incl. the attachment of an inspection plate in conformity with the requirements!
- Do not leave any open pipes standing around in adjacent fire compartments!
- Take particular care with flammable liquids (degassing - risk of explosion)!
- Avoid any risk of accident (e.g.: cable breakdown can cause fire)!
- Keep the workplace clean!
- Do not smoke where it is not allowed!
- Do not use defective electrical devices!
- Take immediate action in the case of a technical defect!
- As a matter of principle, have extinguishing agent ready for the 1st attempt to extinguish a fire!
- Even the smallest glow must be extinguished immediately!
- Supervise works with a risk of fire (fire security guard)!
- Never leave workplace without checking it first!

### 17.6. First Aid

The Contractor must ensure that enough **first-aiders** are deployed on site.

To ensure effective first aid in an emergency, sufficient reliable and tested first aid material must be provided on site for the people working for the Contractor.

### 17.7. Work Accident

Immediate actions must be taken in the event of a work accident. The first-aider must be informed, and in serious accidents the rescue service must be called.

Moreover, the Contractor must immediately report the accident to the Project Manager and to the Client's "Occupational Safety" unit (copy of the accident report). If there is a Coordinator or local site management, they must also be informed promptly.

## 18. Disruptions/Damages/Identified Defects

The Contractor shall be liable for all damages caused by his employees, subcontractors or suppliers in the course of performance of the contract, including any damage caused by the transportation or storage of devices, materials or equipment. The Contractor must take all preventive measures and precautions to avoid damage.

If disruptions or hazards occur during the performance of the works, this must be reported to the Project Manager and - if appointed - the Coordinator immediately by the persons working for the Contractor.

The same applies if occupational safety deficiencies, environmental hazards or waste of energy are identified.

If you notice any potentials for improvement of the Client's internal flows and processes, please report them to the Project Manager.

## 19. Who Must Be Notified in Emergencies/Hazard Situations

### Important phone numbers:

#### **A1 emergency numbers**

**A1 Security Service                      050 664 42266**

For any inquiries regarding "object safety" outside the operating hours or if there is no security service on site.

*During operating hours, please contact the local security service at large sites (e.g. if a first-aider is required or barriers or doors are locked).*

Security Service Antonigasse            050 664 41373

Security Service Arsenal                050 664 42140

Security Service Lasallestraße        050 664 42133

**A1 Disaster Hotline                      050 664 11133;**

*The Security Command Center (SCC) for uncommon events, e.g. serious work accidents, disasters, robbery, large-scale break-in and theft, hostage situation, bomb threat, fire, damage or hazards due to elementary events, and the like.*

**For other important phone numbers see the notices on site.**

## 20. Agreements under Civil Law

In the case of a breach of the rules and regulations or non-compliance with the Outside Company Regulations, the Contractor shall hold harmless and fully indemnify the Client.

The appointment of a Coordinator does not release the outside company or its representative from its liability for the occupational safety of its employees and for environmental protection.

### **Ban on Access / Termination of the Contract**

The Client is authorised to ban employees of the Contractor who act in breach of the Outside Company Regulations, their instructions or provisions, or tolerate such a breach by their subcontractors or suppliers, from the premises.

Breaches can lead to termination of contractual relationships with the Contractor, as well as to reductions in the agreed compensation for works.

In the case of repeated or particularly serious breaches, the Client is entitled to withdraw the contract from the Contractor concerned.

The access ban can be imposed for a certain period of time or permanently. Should individual employees of the Contractor be banned from accessing the site, the Contractor undertakes to deploy suitable employees to the workplace immediately.


The issue of an access ban does not release the Contractor from his obligation to complete the works within the contractually agreed period of time. If necessary in order to guarantee timely completion, he must employ additional staff or order overtime at his own expense.

The Contractor shall hold harmless and fully indemnify the Client for any resulting disadvantages.

On termination of the contractual relationship for any reason whatsoever, the Contractor shall be obliged to clear the workplace immediately and completely, unless agreed otherwise with the Client. Any cleaning and disposal of waste and items left behind that may be necessary shall be carried out at the Contractor's expense.

Should the Contractor fail to fulfil this obligation, the Client shall be entitled to assert his due contractual or statutory rights.

## Annex 1 - Hazard Evaluation:

	<b>Outside Company Regulations</b>	Annex 1
		<b>Revision:</b> 10 March 2022
		Occupational Safety: H. Wagner

<b>Hazard Evaluation – Checklist for Client and Contractor</b>
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Order number:		Duration from – to:
<u>Description of works:</u>		Location of performance (area, ...):

Client		Contractor	
Name:		Name:	
Address:		Address:	
Coordinator:		Coordinator:	
Safety Expert:		Safety Expert:	
Area Manager:		Area Manager:	

Hazards	by Client	by Contractor
1. Work in pits, tight spaces		
2. Falling		
3. Electrical hazards		
4. Radiation hazards		
5. Mechanical hazards (squashing, cutting, getting pulled in, etc.)		
6. Thermal hazards (burns, scalds, etc. from hot surfaces and media)		
7. Hazardous substances, material and substance hazards from aerosols, dust, fibres, oxidants, etc.		
8. Hazards through operating environment of machines/ equipment (electromagnetic fields/radiation, movement, etc.)		
9. Hazards through failure of the power supply, failure of machine parts or other functional disorders		
10. Hazards through missing safety measures and/or incorrectly mounted safety equipment		
11. Hazards through sudden movements, instability, etc. during operation		
12. Moving means of transport (industrial trucks, cranes)		

Hazards	by Client	by Contractor
13. Lifting or transportation of particular goods (sharp-edged, flammable or explosive, liquid, ...)		
14. Burns, scalds (hot surfaces and media)		
15. Fire (welding works)		
16. Explosion		
17. Noise, vibration (vibration hazard)		
18. Reciprocal hazards (overlapping workplaces, multiple levels)		
19. Psychological stress		
20. Ergonomic hazards		
21. Other:		

<b>Measures</b>		
1. <u>Protective measures</u> necessary for the hazards:		
2. <u>Approvals/permits to be obtained before</u> starting the works:		YES / NO
Approval for hot works:		
Driving permit, type:		
Other approval: type:		