External Providers HSE Requirement

	Name	Position	Signature	Date
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REVISION HISTORY				
No	Nature of Changes	Revision No	Date of Issue	Change Request
1	New issue	0	02/01/2024	-
2	Internal audit recommendation	1	05/05/2026	HSEMR

1.0 OBJECTIVE

The following Health, Safety & Environmental (HSE) regulations shall be strictly adhered to while carrying out any work or visit at Lhoist (Malaysia) Sdn Bhd premises.

2.0 SCOPE

Lhoist (Malaysia) Sdn Bhd is certified to ISO 45001 (Occupational Health & Safety Management System) and ISO 14001 (Environmental Management System). All external providers shall comply with Lhoist HSE Policy, Life Saving Rules, site-specific requirements and all applicable Malaysian legal and regulatory requirements. Vendors are also expected to support Lhoist's ISO management systems and continual improvement initiatives.

3.0 GENERAL REQUIREMENTS

1. Vendors shall attend HSE induction training prior to starting work. At all times, vendors shall carry a valid HSE induction pass for verification at the security gate.

2. All contractor personnel including foreign workers, must be able to understand and communicate in Bahasa Malaysia (BM) or English (BI). Where this is not possible, the contractor supervisor/team leader shall ensure proper briefing and understanding of all HSE requirements.

3. All personnel shall be fit for work and shall not be under the influence of alcohol, drugs or fatigue while working on site.

4. Vendors shall ensure all personnel are competent and properly trained, including minimum competency requirements such as:
    - Confined Space (AESP)
    - Mobile machinery / heavy equipment operation
    - Electrical work and other relevant certifications

5. All vendors shall prepare risk assessment (HIRARC) and safe working procedures prior to starting work.

6. Permit-To-Work (PTW) is required for all the activities involved contractors.

7. The use of Personal Protective Equipment (PPE) is strictly required:
    - Safety helmet with chin strap
    - Eye protection (goggle type only)
    - Hearing protection
    - Work-related gloves
    - High visibility long sleeve shirt or reflective vest
    - Safety shoes

8. Additional PPE shall be used based on specific work scope, for example:
    - Working at height → full body harness with double lanyard
    - Coal installation / electrical room → Balaclava
    - Lime dust area → disposable coveralls / respiratory protection
    - Hot work → face shield, welding gloves

9. Lockout Tagout Tryout (LOTOTO) padlocks are treated as PPE. Vendors involved in isolation activities shall be equipped with personal locks and tags.

10. Vendors shall comply with quarry/mine safety rules including traffic management, heavy mobile equipment requirements and adhering to blasting or restricted zones.

11. Vendors shall comply with all environmental regulations and take necessary measures to prevent pollution and environmental incidents.

12. All containers/drums of raw materials supplied shall be durable, properly labelled and sealed to prevent spillage.

13. All vendors and chemical suppliers shall ensure that an updated Safety Data Sheet (SDS) is submitted to the HSE Team / Procurement / Area Owner prior to work commencement.

14. Vendors engaged in handling and disposal of waste shall fully comply with all relevant Malaysian environmental legislations and regulations, including scheduled waste requirements.

15. Disposal of any liquid substances or waste into open drains or onto the ground is strictly prohibited. Vendors shall arrange proper disposal in accordance with regulations.

16. Vendors ensure immediate containment and reporting of any spills or environmental incidents.

17. Vendors working within Lhoist premises shall ensure proper housekeeping including cleaning of work areas and proper disposal of waste or unwanted materials.

18. Do not interfere with firefighting equipment or fire protection systems. If necessary, approval must be obtained from the HSE Team. Vendors are required to provide their own fire extinguishers where applicable.

19. Do not misuse electrical appliances other than for their intended purposes.

20. Vendors shall provide warning signage and barricades to alert others of hazards. Smoking is only allowed at designated smoking areas.

21. Do not obstruct passageways or access to firefighting equipment. All vendors shall use designated pedestrian walkways within the site.

22. All personnel shall be familiar with the fire evacuation plan and escape routes. During emergencies, proceed to the designated assembly area.

23. All accidents, injuries, near misses, dangerous occurrences and environmental incidents shall be reported immediately to the Area Owner and HSE Team.

24. Do not park vehicles in "NO PARKING" areas. Temporary loading and unloading is allowed only at designated areas. Heavy machinery shall be parked only in designated locations.

25. All vendor vehicles parked in general parking areas shall follow reverse parking and engines must be switched off when stationary (except for trucks and heavy machinery).

26. Vendors shall always take reasonable care for the safety and health of their workers and others, and to protect the environment.

27. All vendors shall comply with all additional in-house rules, instructions, and HSE requirements at Lhoist premises.

28. Non-compliance with the above requirements may result in work suspension, removal from site or contract termination.

Acknowledge by:

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Name:

Company:

Position:

Date: