



Ugee Chemicals Ltd

Plant Manager HS&E Expectations to all Employees

As we continue to look towards sustaining our commitment of having the Plant as an injury free workplace for all UGEE chemicals Employees. I would like to reiterate my HS&E expectations with all Plant Employees.

I continue to look to safety as a workplace value, principle and one of our fundamentals and not a performance area and as a principle-based company; I expect all of us to look at Safety in the same manner.

To help you do this, the following are my expectations:

1. Act as **leaders** by role-modeling the HS&E values through following HS&E standards. Be safety ambassadors by NEVER compromising HS&E values over any other business aspect; neither PR nor Cost.
2. Confront any unsafe behaviors anywhere, anytime, ON THE SPOT! Use the trigger system to identify any potential safety risk and fix them immediately before start of work.
3. Any task to be conducted in your area MUST have a procedure – JSP, SIMPTWW or Job aid and a corresponding JSA or QRP. You must execute all countermeasures before starting the work.
4. Clean all powder spills immediately they occur using a Portable Vacuum Cleaner (PVC), a Central Vacuum Cleaner (CVC) or an Industrial Vacuum Cleaner (IVAC).
5. Segregate all categories of waste at the source by putting the right waste into the right waste bin provided.
6. Complete change controls for all changes you initiate and ensure all change control recommendations are executed timely, in a quality manner, with second approvals closed out.
7. You are personally responsible to supervise contractors and visitors in your area to ensure they are 100% in-compliance with our HS&E requirements. All life-threatening systems (work at height, electrical safety, material handling, and confined space) must be 100% supervised.
8. Report all near misses and incidents immediately they occur on the digital reporting platform, or via email when the digital platform is out of service. Participate in the analysis of the reported near misses and incidents to determine root causes. Also, always develop systemic actions to fix the root causes to prevent reoccurrences.
9. Always resolve issues related to guards and emergency circuit immediately and never bypass them without written approval from the Site Leader. This remains a ZERO-Tolerance behavior.
10. Ensure you are trained and qualified BEFORE performing any tasks unsupervised. Your mandatory training completion should always be 100%.

Thank you as we sustain the site as an injury free place, each and every day.

Sadik Abass
Site Leader
January 2024

I have read and understood and I commit to fulfill all the expectations above.

Name & Signature of Individual

Date

Name & Signature of Manager

Every Plant employee shall read and sign these expectations.
The signed expectations to be kept in the individual's personnel file kept with his manager and copy given to individual.