



Generally our core values below apply

- **We work safely or we do not work at all.**
- **Together with our building partners, we build with respect for health and safety.**

Hegeman Bouw & Infra and all its affiliated companies have established the following general construction site rules:

- The sanction policy of Hegeman Bouw & Infra applies to non-compliance with these general construction site rules.
- Construction site personnel must work safely and with respect for the environment under all circumstances, bearing in mind the applicable rules.
- Building site personnel must report to the operational supervisor (= contractor Hegeman Bouw & Infra) when entering the building site. For the sake of safety, an introduction (start work meeting) is held by the operational supervisor of Hegeman Bouw & Infra before commencement of work. Participation in this is compulsory.
- Building site personnel must apply the LMRA (Last Minute Risk Assessment) before starting work.
- Building site personnel must be able to identify themselves by a valid ID.
- Building site personnel must participate in information and instruction meetings.
- Building site personnel must always respect the regulatory signs and comply with them.
- Building site personnel under 18 may not perform hazardous work (in accordance with laws and regulations).
- Building site personnel must maintain a clean, neat and safe workplace.
- Escape routes and corridors must be kept clear at all times. At the end of the day, the workplace must be left behind clean, tidy and safe.
- Building site personnel must always respect the house rules and comply with them.
- Building site personnel must respect and comply with the general obligation to wear a safety helmet and safety shoes (at least S3).
- Building site personnel must wear and use all personal protective equipment prescribed during work if this is stipulated by regulations. This includes wearing any required safety signaling clothing (requirements according to NEN-EN-471) and harness belts/lifelines.
- Building site personnel must separate the waste at the source, collect it and deposit in the appropriate containers.
- Building site personnel must keep the rooms on behalf of personal care and the canteen clean and neat and only use them for their intended purpose. The cabin area is not intended for storage of equipment, materials or tools, as these belong in the appropriate storage facilities.
- After completion of work, building site personnel must pick up the materials and work resources used in such a way that safety is maintained and the environment is not harmed in any way.
- The work resources provided by Hegeman Bouw & Infra must be returned in good condition after each workday or immediately after use.
- All materials and work resources to be used must comply with the applicable laws and regulations. Electric hand tools, extension cords and reels must be double-insulated and be inspected annually according to NEN 3140.
- Work resources must meet the appropriate test requirements, and this must be clearly indicated by means of a sticker, label or tag on which the next inspection date is stated. If work resources are defective and/or uncertified, building site personnel must stop work and report this to the immediate supervisor.
- In emergencies, building site personnel must immediately inform emergency response personnel, the contractor

and/or the first person responsible at the building site. Follow the instructions on the emergency plan (alarm card). This alarm card can be found in the site hut. Also observe any applicable additional (house) rules and procedures of the client.

- Building site personnel are obliged to report unsafe situations and actions to the first person responsible at the building site of Hegeman Bouw & Infra.
- Building site personnel are required to address other building site personnel if they observe unsafe actions or unsafe situations. Unsafe actions must be terminated immediately and unsafe situations must be corrected immediately. This is a responsibility of all building site personnel.
- Modifying and/or removing safety devices such as railings, fences, core seals, enclosures etc. without take sufficient safety measures is prohibited at all times. This should always be discussed in advance with the operational manager of Hegeman Bouw & Infra. Regulatory signs must not be removed.
- Building site personnel are forbidden to enter the building site if they are under the influence of alcohol and/or other mood altering substances.
- The use of a sound system is permitted, as long as this is approved by the client and the contractor Hegeman Bouw & Infra and this is not detrimental to safety and the environment.
- Building site personnel must park vehicles in designated areas. Never park a vehicle in front of escape and/or access routes.
- Building site personnel must participate in educational and instructional meetings that are organised by their supervisor or at the invitation of Hegeman Bouw & Infra.
- Building site personnel are forbidden to smoke inside buildings, meeting rooms, the canteen and toilet units. If a building is windproof and waterproof, a general ban on smoking always applies inside it.
- Building site personnel are prohibited from moving fire extinguishers, first aid equipment, etc. to another location without the authorisation of the operational supervisor of Hegeman Bouw & Infra (provided that there is indeed a fire and/or injury).
- Building site personnel must always prevent hazardous substances from coming into the environment.
- In case of doubt take no risks; if necessary, consult your supervisor. You must comply with the instructions of your supervisor.

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Sanction policy Hegeman Bouw & Infra

If instructions, regulations or agreements are not fulfilled, access to the building site can be denied, in accordance with the sanction policy of Hegeman Bouw & Infra. The sanction policy applies to all personnel who work on this building site.

*Safety, welfare, health and the environment is a shared obligation. Only commence work if you are sure it is safe. First think; then act. Cooperate with this.*