



## OHS Regulations of Górka Cement

These "*OHS Regulations of Górka Cement*" (hereinafter referred to as the "**Regulations**") together with the "*Safety Rules for Contractors*" of 29.09.2023 constitute an integral part of each order and/or contract concluded by Górka Cement Sp. z o.o. (hereinafter referred to as the "**Ordering Party**"), the subject of which is the performance of any works, works or deliveries on the premises of the Ordering Party's production plant by an external entity in relation to the to the Ordering Party as a contractor, supplier, contractor or subcontractor (hereinafter referred to as the "**Contractor**").

### 1. Contractor's obligations in the field of health and safety

- 1.1. The Contractor is obliged to read the content of the "Safety Rules for Contractors" available on the Ordering Party's website in the "Information" tab and to follow the recommendations contained therein.
- 1.2. The Contractor acknowledges that due to the need to protect the health and life of persons staying on the premises of the Ordering Party's production plant, the Contractor or his employees are prohibited from consuming or being under the influence of alcohol or substances with an effect similar to alcohol on the premises of the plant ("**zero tolerance rule**"). Zero tolerance in terms of the presence of alcohol in the body shall be considered as a ban on the presence of any alcohol content in the body exceeding the concentration in the blood of 0.0 or the presence in exhaled air of more than 0.00 mg in 1 dm<sup>3</sup>.
- 1.3. The Contractor agrees to undergo a random inspection by the Ordering Party's security staff for the presence of alcohol in the body and obliges its employees and subcontractors to undergo this inspection, on the terms described in point 1.4 below.
- 1.4. Sobriety inspection includes an employee test performed using methods that do not require laboratory testing with a device with a valid document confirming its calibration. If the result is above 0.00 mg/dm<sup>3</sup> after the first measurement with the exhalation analyzer, the second measurement is made after 15 minutes. If the second measurement yields a result above 0.00 mg/dm<sup>3</sup>, the third measurement is taken immediately. If the result of the third measurement is 0.00 mg/dm<sup>3</sup>, it means that the control did not show the presence of alcohol in the body.
- 1.5. The Contractor is obliged to provide its employees/associates with the information clause specified in paragraph 4.3 of the Regulations.



## **2. Procedure in the event of a violation by the Contractor or its employee of the rules set out in these Regulations**

- 2.1 In the event that an employee of the Ordering Party or a security employee of the Ordering Party finds that the Contractor, during the period of its presence on the premises of the Ordering Party, does not comply with the rules set out in the " Safety Rules for Contractors" of 29.09.2023 or violates the prohibition referred to in paragraph 1.2 of these Regulations, as well as in the event of another gross violation by the Contractor or its employee of the provisions of generally applicable law, including those related to occupational health and safety and fire protection, the Ordering Party reserves the right to:
- a. preparation of a memo by an employee of the Ordering Party or an employee of its security guard, constituting the basis for calculating financial penalties according to the "Schedule of fines for violating occupational health and safety rules" and issuance of an accounting (debit) note to the Contractor – the schedule is specified in point 3 of these Regulations;
  - b. in the event of a direct threat to human life or health, as well as persistent (3 times) non-compliance with the provisions contained in the Regulations, suspend deliveries or works of the Contractor, without the obligation to pay compensation.
- 2.2 In any case, if an employee of the Contractor appears on the premises of the Ordering Party under the influence of alcohol (violation of the "zero tolerance" principle specified in paragraph 1.2 of the Regulations), such employee is immediately removed from the premises of the plant and loses the right to enter the premises of the Ordering Party permanently.
- 2.3 In the event of persistent non-compliance with the rules of the Regulations other than those specified in point 1.2 above and the provisions of applicable law by the same employee:
- in the case of two violations – removal of the employee from the premises of the Ordering Party for a period of 7 days, counting from the next day after the second violation is found,
  - in the event of three violations – immediate, permanent removal of the employee from the premises of the Ordering Party's plant.
- 2.4 The Contractor undertakes to pay a financial penalty in the amount determined in accordance with the "Schedule of fines for violating occupational health and safety rules" within 14 days from the date of receipt of the accounting (debit) note issued by the Ordering Party on the basis of the memo referred to in point 2.1 subsection a. In the event of non-payment of the amount of the fine specified in the accounting (debit) note, the amount of the penalty will be deducted from the payment resulting from the next VAT invoice, which the Contractor will issue to the Ordering Party for the performance of works or deliveries after the date of issuance of the above-mentioned accounting note.



### 3. Schedule of fines for violating occupational health and safety rules

Description of the violation	Amount of fine for each case of violation
No PPE required on site	1500 PLN
Being on the premises of the plant under the influence of alcohol (violation of the "zero tolerance rule") or substances acting similarly to alcohol.	3000 PLN
Failure to apply, damage or remove the LOTO blockade before the end of the work	3000 PLN
Parking the Contractor's vehicles in places not designated for this purpose	1500 PLN
Failure to secure (unfenced) and not to mark the work sites in a visible and legible manner	1500 PLN
Use of open flames or smoking tobacco and alternative products in places not designated for this purpose	1500 PLN
Unauthorised entry into a danger/restricted area	1000 PLN
Arbitrary modification of health and safety safeguards	3000 PLN
Working at height without the required safety features	3000 PLN
Entrance to the closed level crossing	3000 PLN
Entering or working on the area of a railway siding without the consent of the Traffic Dispatcher and the Shift Manager	3000 PLN
Work without legally required qualifications	3000 PLN
Use of scaffolding that does not comply with legal requirements	3000 PLN
Other violations of applicable law not listed above	1000 PLN



#### 4. Data protection

- 4.1 Persons carrying out control activities on behalf of the Ordering Party, including sobriety tests, have a written authorization to process personal data.
- 4.2 In connection with the control activities carried out in the scope of compliance with the rules set out in these Regulations, including in connection with the sobriety test, such data as the employee's name(s) and surname, PESEL number (in the absence of such a number – series and number of the document confirming identity), date and time of the activities carried out and the test result will be processed.
- 4.3 The Contractor is obliged to provide its employees/associates with the following information clause:
- The administrator of your data is Górk Cement Sp. z o.o. 58 Lipcowa Street, 32-540 Trzebinia
  - The Administrator has appointed a Data Protection Officer, whom you can contact in all matters related to the processing of personal data via e-mail: [iod24@agileo.it](mailto:iod24@agileo.it) in writing to the Administrator's address.
  - Your personal data will be processed for the purpose of conducting a sobriety check and test or a test for the presence of substances acting similarly to alcohol, i.e. because it is necessary to comply with a legal obligation to which the Controller is subject (Article 6(1)(c) and Article 9(2)(b) of the GDPR).
  - Your personal data will be processed for the period necessary to achieve the above-mentioned purpose.
  - Your data may be transferred to the Administrator by your employer.
  - Your data may be processed in an automated manner, but will not be subject to automated decision-making, including profiling.
  - Your personal data will not be transferred outside the European Economic Area (including the European Union, Norway, Liechtenstein and Iceland).
  - In connection with the processing of your personal data, you have the following rights:
    - the right to access your data and receive a copy of it;
    - the right to rectify (correct) your personal data;
    - the right to restrict the processing of your personal data;
    - the right to lodge a complaint with the President of the Office for Personal Data Protection, if you believe that the processing of personal data violates the provisions of the General Data Protection Regulation (GDPR).
  - Providing your personal data in connection with the legal obligation incumbent on the Administrator is obligatory, and failure to provide them will result in the lack of sobriety testing.
  - Your data may be transferred to entities or bodies authorized under the law.

Trzebinia, 29 May 2025