

Annex 1 to Labor safety requirements for Business Partners

Data Card of the Business partner who performs works under the contract concluded with VGR at VGR facilities or in leased areas

Name	Information	Comments
Name of the organization		
Registered address		
Manager, phone number		
LS representative, phone number		
Date of start and end of works at VGR		
No. of contract according to which the works are being performed, contract period		
VGR contact name, phone number		
Amount of workers who have access to the VGR territory		List
Location of works (division)		
Types of work		
List of chemical materials delivered		Material safety data sheet, declaration of conformity, State registration certificate
List of documents provided to Labor Safety	<p>List:</p> <ul style="list-style-type: none"> <input type="checkbox"/> copy of the order on the appointment of persons responsible for labor safety; <input type="checkbox"/> copy of the protocols for checking knowledge of labor safety requirements; <input type="checkbox"/> BP card. <p>If required:</p> <ul style="list-style-type: none"> <input type="checkbox"/> LS instructions, programs of induction training on workplace; <input type="checkbox"/> logs of workplace training registration. <p>Additionally, when performing construction and installation works::</p> <ul style="list-style-type: none"> <input type="checkbox"/> Work entitlement certificate (copy); <input type="checkbox"/> Confirmation of passing medical check-ups, as well as pre-trip and post-trip medical exams of drivers; <input type="checkbox"/> Other documents according to the types of work performed (certificate of qualification, certificates, work permit, etc.). 	

Before starting work, it is necessary to analyze and note in the table the hazards that may occur during the performance of works (provision of services) on the territory of VOLKSWAGEN Group Rus OOO

No.	Hazard identified	Risk	
		Yes	no
	<i>For BP's employees:</i>		
1.			
1.1	danger of falling due to loss of balance, including when tripping or slipping, when moving on slippery surfaces or wet floors	<input type="checkbox"/>	<input type="checkbox"/>
1.2	danger of falling from a height, including due to the lack of fencing	<input type="checkbox"/>	<input type="checkbox"/>
1.3	danger of hitting	<input type="checkbox"/>	<input type="checkbox"/>
1.4	danger of getting stab wounds as a result of exposure to moving piercing parts of mechanisms, machines/ injury from a stationary piercing surface (the edge)	<input type="checkbox"/>	<input type="checkbox"/>
1.5	danger of entanglement, including in wires stretched across the floor, cables	<input type="checkbox"/>	<input type="checkbox"/>
1.6	danger of tightening / crushing by moving parts of machines and mechanisms	<input type="checkbox"/>	<input type="checkbox"/>
1.7	danger of exposure to liquid/gas under pressure during release (breakthrough)	<input type="checkbox"/>	<input type="checkbox"/>
1.8	danger of injury from friction or abrasive impact when contacting	<input type="checkbox"/>	<input type="checkbox"/>
1.9	danger of falling cargo	<input type="checkbox"/>	<input type="checkbox"/>
1.10	danger of cutting body parts from the impact of cutting tools, including the edge of the sheet paper, stationery knife, scissors, sharp metal edges, metal shavings, etc.	<input type="checkbox"/>	<input type="checkbox"/>
2.			
2.1	danger of electric shock due to direct contact with live parts due to contact with unprotected parts of the body of parts under voltage	<input type="checkbox"/>	<input type="checkbox"/>
2.2	danger of electric shock due to contact with live parts that are under voltage due to faulty condition (indirect contact)	<input type="checkbox"/>	<input type="checkbox"/>
2.3	danger of damage by electrostatic charge	<input type="checkbox"/>	<input type="checkbox"/>
2.4	danger of damage due to the appearance of an electric arc	<input type="checkbox"/>	<input type="checkbox"/>
3.			
3.1	danger of burn from contact of unprotected parts of the body with sources of high/low temperature	<input type="checkbox"/>	<input type="checkbox"/>
3.2	danger of heat stroke from impact of equipment with high temperature	<input type="checkbox"/>	<input type="checkbox"/>
3.3	eye cornea burn	<input type="checkbox"/>	<input type="checkbox"/>
4.			
4.1	danger from inhalation of vapors of harmful liquids, gases, dust	<input type="checkbox"/>	<input type="checkbox"/>
4.2	danger from contact with chemicals in the eyes	<input type="checkbox"/>	<input type="checkbox"/>
4.3	danger from contact of skin and chemicals (adhesives, oils, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
5.			
5.1	danger of dust impact to eyes, skin, respiratory damage	<input type="checkbox"/>	<input type="checkbox"/>
6.			
6.1	danger connected to the possibility of not hearing a danger alarm	<input type="checkbox"/>	<input type="checkbox"/>
7.			
7.1	опасность недостаточной освещенности в рабочей зоне, в т. ч. в проходах, в проездах danger of insufficient light in the work area, including aisles, driveways	<input type="checkbox"/>	<input type="checkbox"/>
8.			
8.1	danger of hitting a person	<input type="checkbox"/>	<input type="checkbox"/>
8.2	danger of falling from a vehicle	<input type="checkbox"/>	<input type="checkbox"/>
8.3	risk of injury as a result of a traffic accident	<input type="checkbox"/>	<input type="checkbox"/>
9.	Additional questions:		
9.1	Are LS instructions, working instructions, technological processes, safety data sheets for chemicals etc. easily accessible?	<input type="checkbox"/>	<input type="checkbox"/>
9.2	Is your work area visualized with necessary safety signs and signal markings ?	<input type="checkbox"/>	<input type="checkbox"/>
9.3	Do you know where are first aid kits with phone numbers of emergency services, eyewash stations (if necessary)?	<input type="checkbox"/>	<input type="checkbox"/>
9.4	Is the information (schemes, signs, markings) about evacuation ways in case of an accident or emergency situation easily accessible?	<input type="checkbox"/>	<input type="checkbox"/>
9.5	Do you have PPE in the amount necessary for performing works?	<input type="checkbox"/>	<input type="checkbox"/>
10.	Other hazards that impact on you when performing works (danger of fire, explosion etc.):		
11.	<i>Hazards from BP activity and processes that impact on VGR employees:</i>		