

RISK PREVENTION for Contractors

Where employees of two or more employers perform tasks at the same workplace, the employers are obliged to inform each other in writing about the risks and the measures taken to protect against them, insofar as they relate to the performance of work and the workplace. They must also cooperate in ensuring occupational health and safety and fire protection for all employees at the workplace.

Based on a written agreement between the participating employers, one employer designated by this agreement shall coordinate the implementation of measures to protect the safety and health of employees and the procedures to ensure such protection.

Each of the above-mentioned employers is obliged to ensure that their activities and the work of their employees are organized, coordinated, and carried out in such a way that the employees of the other employer are also protected.

LIST OF BASIC RISKS:

- **Risk of exposure to hazardous substances (toxic, corrosive, extreme temperatures, harmful to health, irritant, suffocating)** – chemical burns, scalds, frostbite, burns, inhalation, skin absorption, ingestion, suffocation
- **Risk of exposure to invisible sources of energy** – electric current, radiation from display units
- **Risk of being struck or caught by a vehicle** – car, rail vehicle, forklift trucks (high-lift and low-lift)
- **Risk of being caught by moving machine parts** – drive mechanisms, fan, pump, mixer, roller conveyor, screw conveyor, electric hand tool, vibrating machine, machine with linear motion
- **Mechanical risk** – falls, being buried, trapped, crushed, fractures, cuts
- **Risk from physical and natural phenomena** – fire, explosion, gas release, lightning strike, strong gusts of wind

Specific risks at individual sites and workplaces of Orkla Foods Česko a Slovensko a.s., with registered office at Mělnická 133, 277 32 Byšice, Company ID: 14803691, and other business entities forming a group within the meaning of Section 79 of Act No. 90/2012 Coll., on Business Corporations (hereinafter referred to as “OFCaS”), are listed at the address of **BAPA s.r.o., Živnostenská 858, 561 51 Letohrad, BAPA s.r.o., Obchodní 866, 561 51 Letohrad**

A supplier, tenant, or any other entity specified in a contract concluded with OFCaS or in an order based on which a contract with OFCaS was concluded (hereinafter referred to as the “external company”), whose workers may enter OFCaS workplaces or customer workplaces of OFCaS while fulfilling obligations under this contract, shall promptly submit to the OFCaS employee responsible for technical matters arising from the contract either:

- a) their risk assessment documentation and information on measures taken prior to commencing activities at the OFCaS workplace, or
- b) a completed version of the following table:

1. RISKS, RISK FACTORS AND SOURCES OF RISK					
Name of external company:			Site / Workplace:		
2. RISK FACTORS					
MECHANICAL HAZARDS			ELECTRICAL HAZARDS		
Falling object	x		Electric shock	x	Fall from height / into depth
Flying particles	x		Static electricity	x	Fall on flat surface, slipping
Sharp edges	x		Electric arc	x	Insufficient ceiling height
Moving parts of equipment	x		RADIATION HAZARDS		Limited workspace
Moving objects	x		Ionizing radiation		Forced working posture
Slippery surface	x		Non-ionizing radiation		Repetitive unilateral pace
Pointed objects	x		WORK ENVIRONMENT		Forced work pace
Excessive vibrations			High temperature/humidity	x	Manual handling of tools
Pressurized substances	x		Too low temperature		Manual handling of materials
CHEMICAL HAZARDS			Humidity		Non-ergonomic workplace
Inhalation	x		Low lighting		WORK ORGANIZATION
Contact with vapours, liquids, solids	x		Dazzling light		Unnecessary downtime
Ingestion	x		Noise		Insufficient work adjustments
Explosion	x		Pollution/disorder	x	Work schedules (shifts)
Fire	x		Mental stress	x	Note: X – occurrence of risk
BIOLOGICAL HAZARDS			THERMAL HAZARDS		
Pathogenic substances	x		High temperature (contact)	x	
Allergens	x		High temperature (radiation)		
Microorganisms	x		Release of hot fluid, gas, molten substance		
Exo- and endotoxins	x				
3. SOURCE OF RISK					
TRANSPORT VEHICLES			GAS EQUIPMENT		INDUSTRIAL HAZARDS
Bicycles			Gas pipelines	x	Hazardous chemical substances
Motorcycles			Welding equipment	x	Corrosives and alkalis
Passenger and freight vehicles	x		MACHINES		Hot and cold substances and objects
Rail vehicles			Lathes	x	Flammable substances
LIFTING EQUIPMENT			Milling machines	x	Explosives
Hoists			Saws		Harmful radiation (X-ray)
Cranes and trolleys			Drills	x	Noise
Elevators			Grinders	x	MATERIALS AND OBJECTS
Forklift Platforms	x		Presses, hammers, forging hammers	x	Loose materials (soil, sand, etc.)
Conveyor belts	x		Pumps	x	Glass
ELECTRIC CURRENT			Fans	x	Objects with sharp edges
Transformer stations	x		Compressors	x	OTHER
Switchboards / Distribution panels	x		TRAFFIC AREAS		Hand tools (hammers, screwdrivers, etc.)
Electrical installations in buildings	x		Roads, paths		Animals
Hand-held electric tools	x		Stairs, ladders, access points	x	People
Traction lines on railways			Elevated workplace		Natural disasters and environmental influences
Electrical appliances	x		Depressions, pits, uncovered openings	x	Air disasters
Electrical installation of machines and equipment	x		Railway tracks		Terrorism
PRESSURE EQUIPMENT					Note: X – occurrence of risk
Pressure vessels	x				
Pressure cylinders	x				
4. MANDATORY MEASURES TO ELIMINATE RISK					
Measures for equipment	1. Valid inspections of all equipment (electrical, ladders, scaffolding, PPE, etc.) 2. Submission of safety data sheets 3. All equipment must be in perfect condition				

Measures for workers	4. Valid Training (e.g., Work at Heights, Forklift Operation, Pallet Truck Operation) 5. Valid Authorizations and Certifications (e.g., Electrical Work, Equipment Repairs, Production of Pressure Equipment, etc.) 6. Workplace Delimitation and Work Permits
PPE equipment	Safety Footwear, Work Clothing – White Garments/Coat in Clean Zones, Hair Net, and Additional PPE as Required by the Nature of the Work