

Health & Safety Plan

Royal Bodewes Health & Safety Plan



Content

1.	Purpose and scope	3
2.	Legal framework.....	3
3.	Relation with other safety documents	3
4.	Working hours.....	4
5.	Site access and safety instruction.....	4
6.	Contactpersons	5
7.	Organisation and responsibilities.....	6
8.	Instruction, consultation and communication	6
9.	Reporting, stopping and follow-up	7
10.	Emergency response and first aid	7
11.	General safety rules	7
12.	Cooperation with subcontractors	8
13.	Dealing with unsafe situations and decision making	8
14.	Control measures and hierarchy of controls	9
15.	Explanation of measures	9
16.	High risk activities and control measures	10
17.	Work permits and additional risk assessments	11
18.	Deviations	11
19.	Final provision.....	11

1. Purpose and Scope

This Health & Safety Plan describes the agreements, responsibilities, risks and control measures for safe and healthy working during project activities on the company premises and construction sites of Royal Bodewes.

The purpose of this plan is to prevent accidents, injuries, health complaints, and damage, particularly where multiple employers carry out work simultaneously or consecutively.

This Health & Safety Plan applies to:

- Royal Bodewes employees
- Agency workers and temporary staff
- Subcontractors and their personnel
- Suppliers and other third parties performing work

This Health & Safety Plan is a coordinating document and does not replace the RI&E (Risk Inventory and Evaluation)

2. Legal Framework

This Health & Safety Plan is based on:

- Working Conditions Act (Dutch Arbowet)
- Working Conditions Decree
- Working Conditions Regulation
- Article 19 Working Conditions Act (effective cooperation between employers)

If documents or measures conflict, the measure with the highest level of safety always applies.

3. Relation with Other Safety Documents

This Health & Safety Plan is aligned with and supported by the following documents:

- Royal Bodewes RI&E
- Royal Bodewes Safety Regulations
- Subcontractor cooperation declaration
- Subcontractor Safety action list
- Procedures (hot work, confined spaces)
- LMRA procedure (Last Minute Risk Assessment)
- TRA procedure (Task Risk Assessment)

These documents are part of the overall safety management system.

4. Working hours

Shipyards Royal Bodewes – Monday to Friday 7:00 to 16:00.

5. Site Access and Safety Instruction

Everyone performing work on the Royal Bodewes premises and construction sites must receive safety instruction before starting work and be familiar with the site's rules.

- Subcontractors, agency workers, and visitors report upon arrival.
- Before starting work, all involved persons receive a safety introduction.
- Only authorised and instructed personnel are allowed access to the workplace.
- Visitors and third parties are escorted where required.
- Employees must hold the required training and certificates such as VCA where applicable.

6. Contact Persons

Depends on location

7. Organisation and Responsibilities

Royal Bodewes acts as the main contractor and is responsible for coordinating safety and health at the workplace.

Royal Bodewes ensures:

- Coordination of work and risks
- Establishing and communicating safety agreements
- Supervision and enforcement (see also [Dealing with unsafe situations and decision making](#))
- Facilitating instruction, meetings and permits

Supervision and enforcement

Royal Bodewes supervises compliance with this Health & Safety Plan and site safety rules.

- Supervisors and managers carry out site supervision.
- Unsafe behaviour and violations are addressed immediately.
- Work shall be stopped in case of safety violations.
- In case of serious or repeated violations, access to the site may be denied.

Subcontractors and agency workers are responsible for:

- Working safely according to legislation, RI&E and this plan
- Instructing and supervising their own personnel
- Sharing risks and control measures that affect others
- Providing competent, trained and instructed personnel

Each employer remains responsible for the safety and health of their own employees.

8. Instruction, Consultation and Communication

Before work starts:

- All involved parties receive a safety instruction
- Work, risks and interfaces are coordinated
- Contact persons are identified

During work:

- Safety is discussed during daily briefings and meetings
- Changes and deviations are communicated immediately
- Unsafe behaviour is addressed

Safety is an integral part of daily work coordination.

9. Reporting, Stopping and Follow-up

- Unsafe situations, near misses and incidents are reported immediately to the supervisor. Subcontractors also report to safety@royalbodewes.com
- If there is doubt about safety, work is stopped immediately.
- Work resumes only after appropriate control measures have been taken.

Reporting is mandatory and intended to prevent recurrence.

Investigation and learning from incidents

- Incidents and near misses are investigated by the involved parties.
- Causes and improvement measures are determined.
- Lessons learned and measures are shared with involved parties to prevent recurrence.

10. Emergency Response and First Aid

- Escape routes and assembly points are indicated on site.
- When alarm sounds, the workplace must be evacuated immediately.
- Instructions from emergency response officers must always be followed.
- Walkways and escape routes must remain clear.

Emergency response is aligned with the nature and scope of the work.

Onboard registration

Before starting work on board of a vessel:

- Presence is registered on the designated board
- Presence is deregistered when leaving

This registration is used for supervision and emergency checks.

11. General Safety Rules

- Good housekeeping must be maintained.
- Only inspected and suitable work equipment may be used.
- Guards and protections must be used correctly.
- Protections must never be removed or bypassed.
- Alcohol, drugs and substances affecting alertness are prohibited.
- Required personal protective equipment must be worn.

12. Cooperation with Subcontractors

When multiple employers carry out work simultaneously or consecutively, effective cooperation is mandatory.

Cooperation agreements are laid down in:

- Subcontractor declaration – cooperation agreements
- Subcontractor safety action list

These documents are an integral part of this Health & Safety Plan.

Cooperation includes:

- Coordination of activities, locations, working hours and staffing
- Sharing risks and control measures
- Identifying which activities may not take place simultaneously
- Timely communication of changes or deviations

During high-risk activities such as welding, grinding, working with hazardous substances, lifting and working at height:

- Bystanders are also protected
- Required personal protective equipment must be worn
- Work is stopped if the safety of others cannot be guaranteed

When subcontractors use Royal Bodewes work equipment, installations or facilities:

- This is done in accordance with applicable instructions
- Only by authorised and instructed personnel
- Defects and unsafe situations are reported immediately

To promote safe cooperation with subcontractors, periodic Safety Meetings are organised. The organisation, composition and obligations related to these meetings are laid down in the applicable subcontractor cooperation agreements.

13. Dealing with Unsafe Situations and Decision making

Everyone has the right and duty to stop work if an unsafe situation is suspected.

No one may be forced to work unsafely.

Unsafe situations must be reported to the supervisor.

Who decides if work can continue?

- The direct supervisor decides if work can safely resume.
- In case of simultaneous work, the Royal Bodewes supervisor coordinates the decision.

If there is disagreement about safety

- Safety always comes before progress.
- Work is stopped immediately.
- The situation is jointly assessed by subcontractors and Royal Bodewes supervisors.
- Work does not resume until agreement is reached.
- Safety specialists shall be involved when necessary.

Responsibility for solving unsafe situations

- The party causing the unsafe situation is responsible for resolving it.
- Royal Bodewes when related to site layout or equipment.
- Subcontractor when related to their work or personnel.
- Joint responsibility when work influences each other.

14. Control Measures and hierarchy of Controls

Risks are controlled according to the hierarchy of controls:

- Source measures
- Collective measures
- Organisational measures
- Personal protective equipment

PPE is only used when risks cannot be sufficiently reduced otherwise.

15. Explanation of Measures

Collective measures

Collective measures are measures that protect multiple persons at the same time.

Examples include:

- Barriers and physical separation
- Scaffolding and edge protection
- Welding fume extraction
- Ventilation in confined spaces
- Noise reduction measures
- Segregated work zones during lifting operations

Collective measures always take priority over individual measures.

Organisational measures

Organisational measures are agreements and working methods that reduce risks through organisation and coordination.

For example:

- Coordination of activities and planning
- Daily briefings and work meetings
- Work permits
- Task allocation and supervision
- Agreements about simultaneous activities
- Securing work areas
- Use of authorised and instructed personnel

Personal protective equipment

Personal protective equipment is used when risks cannot be completely eliminated.

Examples:

- Safety helmet – mandatory on site, in production and in lift zones
- Safety shoes – mandatory for everyone
- Hearing protection – mandatory in noisy areas, also for bystanders
- Eye and face protection – mandatory during grinding and welding
- Respiratory protection – mandatory during grinding and welding, also for bystanders
- Fall protection – mandatory when working in a MEWP and when working at height where prescribed

16. High Risk Activities and Control Measures

For activities with increased risks, the control measures identified in the RI&E are applied and, where necessary, supplemented with project-specific measures.

Working at heights

Working at height is work where there is a risk of falling from 2.5 metres or lower in case of increased risk.

- Collective measures take priority over personal protective equipment in accordance with the hierarchy of controls
- Work areas with fall risk must be secured or barricaded
- Throwing materials from height is prohibited

When using a MEWP:

- Wearing an approved safety harness with lanyard is mandatory
- The harness must be attached to the designated anchor point

Working in confined spaces

Working in confined spaces is only allowed:

- When the confined space procedure is followed
- After risks have been assessed according to the procedure
- With control measures in place such as ventilation, gas measurements, supervision and PPE

Machine safety

Machines are only used for their intended purpose

- Only authorised and instructed persons operate machines
- Guards and protections must be present and functional

- Malfunctions and defects must be reported immediately
- Temporary or emergency repairs are prohibited

Transport

- Internal transport takes place in a controlled manner and according to agreements
- Transport equipment is only operated by certified persons
- Transporting persons is prohibited
- Collision risks are minimised through organisational and technical measures

Lifting

- Lifting operations are carried out by instructed and authorised persons
- Only inspected and suitable lifting equipment is used
- Loads must not be moved over people
- Standing or working under a suspended load is prohibited

17. Work Permits and Additional Risk Assessments

For activities with increased risk, work permits shall be required.

If activities are not included in:

- This Health & Safety Plan
- The applicable RI&E

An additional risk assessment must be carried out in advance, such as an LMRA or TRA, and additional control measures must be documented.

18. Deviations

Deviation from this Health & Safety Plan is only allowed:

- After consultation with the Royal Bodewes Safety Specialist
- After additional measures have been documented
- With approval from Royal Bodewes

19. Final Provision

This Health & Safety Plan is binding for all parties performing work on the Royal Bodewes premises and construction sites.

- The Health & Safety Plan is shared with all involved parties.
- The plan is available at the workplace.
- Subcontractors confirm that they have taken note of the content and will act accordingly.