

# EDL's Rules to Live By



These Rules have been developed with the aim of achieving the target of "Zero Harm" and to ensure that everyone returns home safely each day. They are based on tasks that can cause serious injuries or fatalities and MUST be followed at all times. Not following these rules has the potential to compromise your safety, the safety of your colleagues and the core values of our business, and as such, breaches will not be tolerated.

1. Managers/Supervisors shall NEVER instruct anyone to violate, or deliberately tolerate, a breach of one of these rules
2. ALWAYS use the correct PPE for the task
3. ALWAYS be Fit for Work, including being unaffected by drugs or alcohol
4. ALWAYS ensure Safety Devices are used correctly and not tampered with
5. NEVER start a task unless competent and qualified to complete it safely
6. ALWAYS operate machinery safely according to laws and conditions
7. ALWAYS use Procedures and Work Instructions as appropriate
8. NEVER work at heights without effective safeguards in place
9. ALWAYS verify Effective Isolation of energy sources and Lock Out Tag Out
10. ALWAYS ensure lift plans are in place and people are clear of drop zones under suspended loads.

If the task cannot be completed without breaking any of these Rules, ALWAYS intervene and STOP the Job.

A handwritten signature in black ink, appearing to read 'J Harman', is written over a horizontal dashed line.

James Harman, Chief Executive Officer

Issued: April 2020

Review date: April 2021

Scope: this policy applies to all EDL employees and contractors at all EDL locations.