

# Occupational Health and Safety Policy



All work at the itap GmbH and on site at the customer's premises, as well as the routes between the itap GmbH and the place of execution should be carried out safely and reliably. Accidents at work, occupational diseases and work-related health hazards are to be avoided resp. the risks reduced to a minimum. Work processes should be optimized in such a way, that as little danger as possible is posed to persons.

For this reason, the QM-system of the itap GmbH also comprises the range of occupational safety and health (OSH/SGA) and regulates the associated processes in a separate procedural instruction (VA No. 17 "OSH management system/SGA-Managementsystem").

The company with its employees and external companies (subcontractors) working on their behalf undertake to observe, maintain and further develop the following principles and guidelines with regard to the prevention of accidents, occupational diseases and health hazards for the benefit of the employees and the company and thus ultimately also for the benefit of our customers:

- **Safe and employee-friendly workplaces:** No distinctions are made with regard to the (occupational) protection of employees and contractors working under our responsibility. When designing workplaces and work processes, compliance with legislation as well as topics of interested 3<sup>rd</sup> parties are considered.
- **Reliable action:** The management undertakes to identify and comply with the relevant occupational health and safety regulations. Responsible action and design according to own and legal regulations is expected. Machines, tools and work processes, both on the itap GmbH premises and at customers' premises, are carefully planned, purchased, operated and maintained, so that possible

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dangers for any user are excluded, risks are minimized and operational disturbances are avoided. All work and facilities are used according to the state of the art.

- **Responsible employees:** Through regular information, training and further education, we aim to promote the skills and awareness of our employees to work safely in all areas of the company.
- **Preventive and correction measures:** All persons located in the itap GmbH, regardless of whether they are employees, subcontractors or customers, are to be protected from health impairments and our environment from damage by extensive, preventive measures. Comprehensive and effective emergency care in case of injuries is ensured at all execution sites, especially on onshore and offshore construction sites.
- **Open dialogue:** The management and corresponding, trained (also external) employees are available for questions, remarks and comments on the subject of safety and health at work. In addition, regular occupational safety committee meetings (ASA-meetings) are held to promote the dialogue with employees and the possibility of company provision and further training. Through the participation of appointed HSE-manager, the employees have a right to co-determination and advice on all occupational safety issues.
- **Evaluation of compliance with legislation:** Appropriate procedures are used to identify, implement and regularly evaluate the relevant requirements for SGA management.
- **Continuous improvement of the SGA management system:** By striving to increase the SGA performance and by integrating the management system into operational processes, the continuous improvement shall be advanced with the participation of the employees.



- Managing Director of itap GmbH -