



General Safety Order

Rules Governing Contractors And Their Employees

1. GENERAL

All work and materials furnished shall conform to the requirements of the laws of the NATIONAL GOVERNMENT and state, province, or other governmental subdivision where the work is performed, and to all applicable local or municipal laws and ordinances and to all applicable regulations of any public authority having jurisdiction.

This GENERAL SAFETY ORDER provides a uniform set of safety rules for all CONTRACTORS and/or SUBCONTRACTORS and all their employees while performing work on any CHEMTURA or SUBSIDIARY property, hereafter referred to as OWNER.

2. RESPONSIBILITY

The OWNER furnishes this GENERAL SAFETY ORDER to the CONTRACTOR, who shall provide a copy to the employee placed in charge by the CONTRACTOR of the work being performed on OWNER'S property. When OWNER facilities or departments have special or additional safety rules, such rules shall be made known and available to the CONTRACTOR and its employees. The CONTRACTOR must instruct all personnel and SUBCONTRACTORS employed by it to adhere to the GENERAL SAFETY ORDER and all safety rules of the OWNER.

Where conditions endanger the safety and/or health of either the CONTRACTOR'S employees or employees of OWNER, or where there is a possibility of property damage, the OWNER'S authorized representative may shut down the operations or job immediately until such time as remedial action has been taken.

The CONTRACTOR is responsible for informing its personnel of the information provided by the OWNER.

The CONTRACTOR must obtain authorization from the OWNER prior to introducing any new hazards or materials to the site. SAFETY DATA SHEETS reviewed and approved by owner prior to introduction.

The CONTRACTOR shall adhere, without deviation to all safety rules contained in this order, and be responsible for the enforcement of such rules with its employees.

The CONTRACTOR agrees as part of this contract that any disregard and/or infraction of these rules and/or the special requirements, if any, could result in the dismissal of the CONTRACTOR and/or any of its employees from OWNER'S property.

The OWNER will not loan or make available any safety equipment or mechanical equipment to the CONTRACTOR, unless otherwise specified. The CONTRACTOR is responsible for providing all necessary and appropriate equipment – safe and in good repair, with all guards and safety devices - for his employees.

The CONTRACTOR is responsible for the security of his equipment and tools.

The OWNER reserves the right to search CONTRACTOR vehicle at any time for property or material belonging to the facility OWNER.

The CONTRACTOR is responsible for providing proper warning and hazard notice signs in all project areas.

The CONTRACTOR shall ensure that all employees and subcontractors are fit for work – trained to perform all necessary tasks safely, medically cleared to perform the work, and meet Chemtura' s zero-incident culture.

3. SAFETY, HEALTH AND ENVIRONMENTAL PROTECTION RULES

SECURITY

- OWNER reserves the right to refuse entry of any person or company to the facility.
- CONTRACTORS and their employees must register upon entry and exit to OWNER facility.
- CONTRACTORS shall be responsible for securing their equipment and material, and will not hold OWNER responsible for any losses.
- There shall be no use or possession of intoxicating liquors, controlled substances or firearms on any OWNER property. Violation of this rule subjects the individual to immediate dismissal.
- Anyone reporting for work on OWNER property under the influence of, or suspected to be under the influence of, alcohol and/or drugs (illegal or abused prescription drugs) shall not be admitted to the site. The individual(s) shall continue to be refused admittance as directed by the OWNER'S authorized representative.

MOTOR VEHICLES

- CONTRACTOR'S motor vehicles and mechanized equipment will comply with all applicable national, state, provincial, local or other governmental subdivision regulations.
- The drivers of motor vehicles shall park in designated areas as directed by site security personnel or the OWNER'S authorized representative. OWNER'S site security personnel or authorized representative shall instruct them to their location, and the proper route to follow.
- Drivers shall observe posted speed limits and come to a complete stop at all "STOP" signs. They shall ensure that before attempting to cross railroad tracks, there is no danger of being struck by moving cars or locomotives.
- Drivers shall comply with these rules and must not foul or occupy railroad tracks for any reason whatsoever, except at designated stations. Exceptions granted only on authority of OWNER'S authorized representative.

SMOKING

- All OWNER facilities have a uniform NO SMOKING rule. Smoking will be permitted as directed by the OWNER'S authorized representative and then only in designated areas. Violation of this rule constitutes grounds for immediate dismissal from the premises.

FIRE PREVENTION/EMERGENCIES

- CONTRACTOR employees shall adhere to all fire prevention and emergency evacuation rules. If there are questions regarding facility emergency procedures, CONTRACTOR shall consult with the OWNER'S authorized representative.
- CONTRACTOR personnel are responsible for familiarizing themselves with the assembly points for the areas they are working.
- In the event of a facility emergency, CONTRACTOR personnel shall stop all work immediately and proceed to the designated assembly areas.
- Fire-fighting equipment shall not be blocked or impaired, and shall not be used as water supplies for purposes other than fire-fighting.

FIRST AID/INCIDENT REPORTING

- CONTRACTOR shall make provisions prior to commencement of the project for prompt medical attention of their employees in case of injury.
- Should a CONTRACTOR or SUBCONTRACTOR employee be injured while working on OWNER property, the incident must be reported to OWNER within 15 minutes.

ELECTRICAL

- All electrical work shall comply with applicable national, state, provincial local or other governmental subdivision codes. The necessary permits shall be secured by the CONTRACTOR where required prior to commencing work.
- Whenever a CONTRACTOR'S employee is required to work on electrical equipment of any type, such equipment shall be locked out in accordance with facility procedures using an approved safety lock and tag before starting work of any kind. Such person placing the lock(s) on equipment shall retain such key and be the only person authorized to remove lock and tag after completion of the work.

- Before entering or performing work in a transformer station/room, electrical substation, switch gear room, rectifier house, electric motor room or any electrical converter room, authorization for such admission to, or work in, must be secured from OWNER'S authorized representative.
- Energized electric wires shall not be touched. Lineman's protective blankets, furnished by CONTRACTOR, shall be used.
- All electrical lines must be properly grounded before beginning work. Another electrician or the CONTRACTOR'S SUPERVISOR must accompany any electrician working on such equipment or in the vicinity of it.
- All installation, adjustments, alterations, changes and/or repairs to switch boxes, relay boxes or other electrical equipment shall be made only by qualified electricians.
- Prior to commencing work on any type of elevator, the main switch shall be locked out and tagged in the manner referenced above. In addition, a standard safety block shall be positioned under the platform and, where an open shaft is exposed, a standard safety bar and sign shall be placed on the open door or gateway.
- The non-current-carrying metal parts of plug-connected or portable equipment shall be grounded. Fixed equipment shall be grounded and portable tools and appliances protected by an approved system of double insulation or its equivalent.
- Flexible cords shall be used only if continuous lengths are without splices, except that suitable molded or vulcanized splices may be used where properly made, and the wire connections soldered. Worn or frayed cords shall not be used.
- Each disconnecting means for motors and appliances, and each service feeder or branch circuit at the point where it originates, shall be legibly marked to indicate its purpose.

PROTECTIVE EQUIPMENT AND CLOTHING

- CONTRACTOR employees working on hazardous jobs or in designated hazardous areas shall properly use safety equipment and clothing.
- In those facilities or departments that have a 100% safety eye protection, safety shoe and hard hat requirements, all CONTRACTOR and/or SUBCONTRACTOR employees wear such protection while working or walking through its premises.

- When CONTRACTOR and/or SUBCONTRACTOR employees are required to work in departments where long sleeved shirts are required for OWNER personnel, CONTRACTOR shall follow the same practices and provide its employees with similar protection.
- In areas that may contain an atmosphere of toxic or noxious fumes, dusts or mists, CONTRACTOR and/or SUBCONTRACTOR employees shall wear appropriate respiratory protection, and shall be determined to wear said equipment by a qualified physician or medical professional.

WELDING AND CUTTING

- Before any welding, cutting, or open flame generation is planned in any OWNER facility, authorization must be obtained from the OWNER'S authorized representative or designee.
- The CONTRACTOR shall provide and use adequate protection to safeguard anyone working or walking in the area from arc ray burns.
- Oxygen, acetylene and all other compressed gas cylinders shall be kept upright and secured in place by means of a chain or other suitable agent.
- Before any cutting, welding, or spark producing activity is started in designated areas, an air analysis of the area and container shall be made with a combustible air sampler to ensure an explosive-free air atmosphere.
- The CONTRACTOR and/or SUBCONTRACTOR shall instruct their employees in the safe use of fuel gas during gas welding and cutting operations, and in the safe means of arc welding and cutting operations.
- For welding, cutting, or heating operations where there is the potential for unsafe accumulation of contaminants, the CONTRACTOR shall provide suitable mechanical ventilation or respiratory protective equipment.
- General mechanical or local exhaust ventilation shall be provided whenever welding, cutting, or heating is performed in a confined space. When sufficient ventilation cannot be obtained without blocking the means of access, individuals in the confined space shall be protected by air line respirators, and an employee on the outside of such a confined space shall be assigned to maintain communication with those working within it and to aid them during an emergency.

- The CONTRACTOR shall ensure fire extinguishers and fire safety equipment are available and ready for use at the site of all hot work or areas where a hot work permit is required.
- During continuous cutting or welding operations in a confined space, the CONTRACTOR'S safety person stationed outside the confined space will continuously monitor atmospheric testing for oxygen, toxic vapors, and flammable/combustible levels. Monitoring equipment will be supplied, calibrated and tested by the CONTRACTOR in accordance with the equipment manufacturer specifications.

EXCAVATING AND TRENCHING

- Before excavating on any OWNER property, the CONTRACTOR or its authorized representative shall consult with the OWNER'S authorized representative regarding the location of underground electrical, water, gas or other lines or ducts, etc.
- NO explosives shall be brought into, stored or used in any OWNER facility WITHOUT the written consent of the OWNER'S authorized representative, and then only in accordance with applicable regulations, and following evacuation of area.
- Substantial barriers must guard all excavations. In addition, such barriers must be equipped with lights for night safety. Openings in the ground or in floors, open manholes, valve pits, pits, sewers, etc., into which anyone could fall must be guarded.
- The walls and faces of all excavations and trenches in which CONTRACTOR'S employees are exposed to danger from moving ground shall be guarded by a shoring system, sloping of the ground, or some other equivalent means.
- Trenches more than four feet deep will require CONTRACTOR to test oxygen and toxic gas levels prior to the entry of employees. Continuous monitoring is required if employees will be working in the trench for prolonged periods of time.
- Upon completion of any excavating, the CONTRACTOR shall leave the work area in a condition satisfactory to the OWNER'S authorized representative.
- In excavations that may require CONTRACTOR employees to enter, excavated or other material shall be effectively stored and retained at least two feet from the excavation edge.

DEMOLITION

- All projects involving demolition shall be thoroughly inspected by both the OWNER'S authorized representative and CONTRACTOR'S Superintendent prior to start, and agreement reached on the necessary and adequate safety precautions to be followed.

SCAFFOLDS

- Scaffolds must be inspected and certified to be fit for use prior to being placed in service.
- The area under any scaffold shall be adequately and properly protected by signs, barricades or both, and at night by lights.
- Scaffolds shall be erected on sound, rigid footing capable of supporting the maximum intended load.
- Guardrails and toe boards shall be installed on all open sides and ends of platforms.

CONFINED SPACE ENTRY

- When entry into OWNER boilers, vessels, tanks or other confined spaces is required, the OWNER'S authorized representative shall be notified.

HOUSEKEEPING STANDARDS REQUIRED OF CONTRACTOR

- In new construction or repairs, the surrounding premises shall be kept clean and orderly.
- Scrap and all debris shall be removed at regular intervals.
- Containers shall be provided for collection and separation of all refuse. Covers shall be provided for containers used for flammable or harmful substances.
- Wastes shall be disposed at frequent intervals, with spills reported and cleaned immediately.
- When a project has been completed, the CONTRACTOR shall clean and leave the project site in an orderly fashion.

RAILROAD TRACKS AND CROSSINGS

- No work is permitted on or around cars or on tracks without OWNER authorization.
- Care must be used before crossing any tracks, and individuals shall never cross between uncoupled cars unless they are twenty (20) car-lengths apart, or are at designated grade crossings.

- Railroad cars or other rolling equipment must not be moved. Notify the OWNER'S authorized representative to have it moved, if necessary.

PAINTING

- When painting, do not paint over or smear safety signs or other signs placed about the facility. Damaged or smeared signs must be cleaned or replaced before completing the job.

PLACE OF WORK

- Employees shall not leave their regular places of work except as required by their duties.
- Short cuts shall not be taken through departments, buildings or any dangerous area. Regular roads or thoroughfares must be used.
- No electricity, gas, steam, air, acid, water or fuel shall be turned on or machinery set in motion unless it is your duty to do so, and then only after receiving permission from the OWNER'S authorized representative.

LADDERS AND ELEVATED WORK

- The use of portable metal ladders by an electrician or anyone working in, around or near electrical wiring or equipment is prohibited.
- Ladders should extend at least three rungs over the eave line or top support line.
- The base of a straight ladder should be not less and not more than 1/4 the length of the ladder away from the base of the structure being ascended.
- Straight ladders shall be tied off at the top or otherwise secured to prevent it from slipping.
- The use of ladders with broken or missing rungs or steps, broken or split rails, or other faulty or defective construction is prohibited. When ladders with such defects are discovered they shall immediately be withdrawn from service.
- 100% tie-off (full body harness) is required for unprotected fall risks > 6 feet (2 meters) unless other more stringent requirements apply.

CHEMICAL HAZARDS

- Chemicals are manufactured and used at OWNER facilities, and many of them may be toxic, corrosive or flammable. SAFETY DATA SHEETS (SDSs) are available for chemicals handled. The SDS provides precautionary measures needed to protect employees during normal operations and in foreseeable emergencies. If any CONTRACTOR employee observes what appears to be an abnormal or potentially hazardous situation, they should follow the site emergency procedures by leaving the area immediately and reporting the concern to an OWNER representative.
- Prior to breaking/altering existing pipelines, the CONTRACTOR will verify lines are clean.
- The CONTRACTOR must obtain authorization from the OWNER prior to introducing any new hazards or materials to the facility. SDSs must be provided to the OWNER for review prior to introducing new chemicals.
- Report spills or leaks of hazardous materials to the OWNER representative immediately.
- Administrative or engineering controls must be implemented whenever feasible to comply with regulatory exposure limits.
- When engineering and administrative controls are not feasible to achieve full compliance, protective equipment or other protective measures shall be used to maintain exposures within prescribed limits. Any equipment and technical measures used for this purpose must be approved for use by a competent industrial hygienist or other technically qualified person.

SAFETY DEVICES AND GUARDS

- No individual shall remove or make inoperative any safety device or guard, or any part thereof, and leave equipment so that it can be operated unsafely.
- At any time when machinery and/or equipment are in operation, all safety devices and guards shall be in place and properly adjusted.

HOISTS, MATERIAL AND PERSONNEL

- The CONTRACTOR shall comply with the manufacturer's specifications and limitations.
- Rated load capacities, recommended operating speeds, and special hazards warnings or instructions shall be posted on cars and platforms.

LIQUIFIED PETROLEUM GAS (LPG)

- Each system shall have containers, valves, connectors, manifold valve assemblies, and regulators of an approved type.
- All cylinders shall meet regulatory specifications.
- Every container and vaporizer shall have one or more approved safety relief valves or devices.
- When installed outside, containers shall be upright on firm foundation and firmly secured.
- Portable heaters shall be equipped with an approved automatic device to stop the flow of gas in the event of flame failure.
- Storage of LPG within buildings is prohibited.
- Storage locations shall have at least one appropriately rated fire extinguisher, which is inspected at regular intervals and refilled as needed.

CRANES AND DERRICKS

- The CONTRACTOR shall comply with the manufacturer's specifications and limitations.
- Rated load capacities, recommended operating speeds, and special hazard warnings or instructions shall be posted on all equipment and visible from the operator's station.
- Equipment shall be inspected before each use and all deficiencies corrected before further use.
- Accessible areas within the swing radius of the revolving superstructure shall be barricaded.

WIRE ROPES, CHAINS, ROPES

- Wire ropes, chains, and other rigging equipment shall be inspected prior to use and repaired as necessary to assure their safety. Defective gear shall be removed from service.

ENVIRONMENTAL IMPACTS AND WASTE DISPOSAL

- CONTRACTORS shall implement appropriate work practices and procedures to minimize negative impacts to the environment.

- Waste shall be disposed of in accordance with applicable regulations and facility procedures.

LICENSING AND TRAINING

- The CONTRACTOR shall ensure employees are certified and licensed as required by regulatory requirements and that each is trained to safely perform his/her job.
- The CONTRACTOR shall document that each employee has received and understood the above mentioned training. Training records shall be maintained to include the date of training and the means used to verify that the employee understood the training.

PROCESS SAFETY MANAGEMENT OF HIGHLY HAZARDOUS CHEMICALS

For CONTRACTORS performing maintenance or repair, turnaround, major renovation, or specialty work on or adjacent to a process covered by process safety regulations (e.g., OSHA, SEVESO, Chemtura corporate standards, etc.), the following shall apply:

- The CONTRACTOR shall ensure that each employee is instructed in the known potential fire, explosion or toxic release hazards related to his/her job and the process, and the applicable provisions of the emergency action plan.
- The CONTRACTOR shall advise the OWNER of any unique hazards presented by the CONTRACTOR'S work, or of any hazards found by the CONTRACTOR.

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