

# Safety briefing on occupational safety

for Contractors at

ROBEL Bahnbaumaschinen GmbH

Industriestraße 31

83395 Freilassing / Germany

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# Reason for the briefing

- On its premises in Freilassing, ROBEL, a specialist for railway construction equipment and machinery, develops and manufactures more than 100 different groups of products and delivers them to more than 70 countries worldwide.
- On the premises, please take into account that at all times hazards emanating from factory traffic, in-plant transport, overhead loads, flying sparks and chips, glare, assembly pits, hazardous substances and other risks may be present.
- Do comply with any instructions given by ROBEL specialists and the hazard statements.



# Premises



# Company access

- The Contractor shall register all employees and subcontractor's staff with the responsible ROBEL contact person ("Supervisor").
- Before they access the site, the Contractor shall instruct all employees on the basis of this safety briefing.
- Each employee of the Contractor shall receive in the hall of the central office building an ID badge and confirm to have received the instructions.
- The Supervisor (e.g. the master foreman or foreman) shall assign the work area to the employee of the Contractor or its subcontractor.
- The ID badge has to be clearly visible at all times.
- The ID badge has to be returned when the work is completed, either at the reception desk or to the Supervisor.

# Conduct on the premises – general

- Prohibition of alcohol on the entire premises
- Smoking is not allowed in the canteen, in the office buildings and all other areas with a “No Smoking” sign.
- It is not allowed to eat or drink in vehicle cabins, the paint shop, electrical areas and in all specifically designated areas.
- Fire, open light and open flame work are prohibited, unless an individual permit has been issued by ROBEL
- No picture and sound recordings
- Workplaces have to be maintained in a proper, safe condition.

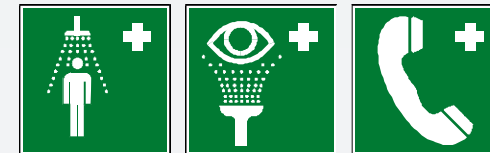
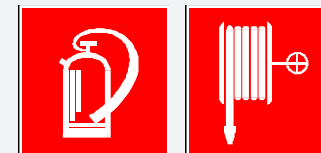
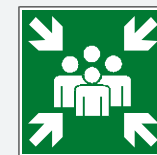


# Conduct on the premises – general

- Factory and rail traffic has always priority!
- Beware of moving Railway Machinery all the time
- Comply with visual and acoustic signals immediately
- The provisions of the German Road Traffic Code ("*StVO*") shall apply.
- Walking speed on the entire premises
- Parking only in assigned areas
- Comply with prohibition and warning signs and ground markings
- Particular caution in loading areas and narrow thoroughfares
- Machinery and vehicles must not be accessed or put into operation unless ROBEL specialists are present and instruct you to do so.

# Conduct on the premises – general

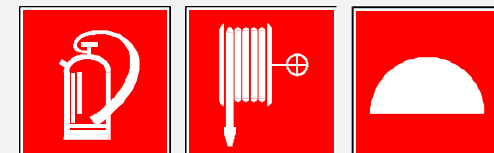
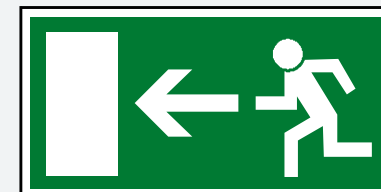
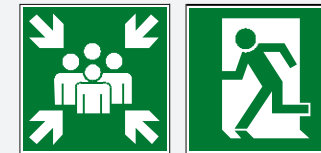
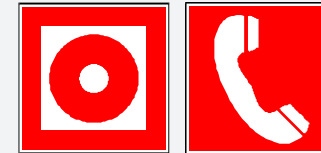
- Keep rescue and escape routes always free
- Follow the fire protection rules
- Keep emergency equipment accessible





# Conduct in the case of fire alarm in a building

- Activate fire detectors
- Take care of your own safety
- Take other people at risk with you
- Go to the assembly station
- Close fire protection doors
- Follow escape way marking
- Use the stairs, do not use lifts
- Use fire extinction devices



# Conduct in the case of fire

- Emergency number from company telephone:  
0-112
- Emergency number from mobile phone:  
110



Who reports the incidence?

Where did the incident happen?

What has happened?

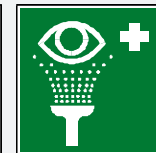
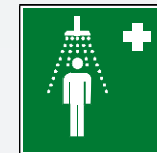
How many persons are affected/injured?

Specify type of injury

Wait for more questions!

# Conduct after a work accident

- Slight injuries:  
Treatment of injured person by company medical services/first-aiders (see list on site)
- Serious injuries:  
make emergency call
- After electrical accident (electric shock, etc.):  
always consult a doctor
- Use available emergency equipment



Every work accident on the premises has to be reported immediately to the occupational health and safety specialist ("*FAS*")!

# Protection measures

- Avoid/remove/reduce potential hazards
- Take safety measures
- Take organisational measures
- Use personal protective gear ("PPG")



PPG has to be provided by the Contractor and must be used in accordance with the applicable rules and regulations. This also includes regular PPG checks!

# Protection measures: Authorisations

The following hazardous activities require prior written authorisation:

- Work implying fire and spark hazards (e.g. welding and grinding)
- Work with risk of falling (roof, etc.)
- Installation shut-down
- Use of cranes
- Ground and digging work

# Protection measures: Marking of hazardous substances

Gefährlichkeitsmerkmale sind:

- explosionsgefährlich
- brandfördernd
- hochentzündlich
- leichtentzündlich
- entzündlich
- sehr giftig
- giftig
- gesundheitsschädlich
- ätzend
- reizend
- sensibilisierend
- krebserzeugend
- fortpflanzungsgefährdend  
(reproduktionstoxisch, fruchtschädigend)
- erbgutverändernd
- umweltgefährlich



The hazard categories are:

- Explosive
- Oxidising
- Extremely flammable
- Highly flammable
- Flammable
- Very toxic
- Toxic
- Harmful
- Corrosive
- Irritant
- Sensitising
- Carcinogenic
- Toxic for reproduction
- Mutagenic
- Dangerous for the environment

# Protection measures: Fall protection

- Working at height is prohibited if the work area is not surrounded by suitable platforms or by another integrated or individual protection system.
- Risk of falling must be excluded
- Collective measures shall precede individual ones
- Access only scaffoldings after erector's release

# Protection measures: Working time

- Regular working time  
Monday through Thursday: 07.00 – 16.00  
Friday: 07.00 – 12.15
- Work outside the statutory working hours has to be applied for.
- Work after 19.00 and/or on weekends or holidays has to be applied for – consult with FAS
- No work if ROBEL workforce is not immediately present



# Protection measures:

## Water protection/waste management

- Paint residue, solvents and fuels must not be dumped in the sewage system

The Contractor shall recycle these substances outside the premises or consult with the FAS on internal disposal.

- Wastewater/chemicals must not be dumped in the rainwater channel
- Accidents/spills have to be reported to FAS immediately
- Waste, if and when approved by the FAS, shall be dumped in the recycling devices on the premises.
- Own waste has to be disposed of independently and properly.

# Data protection

- In the course of the business relationship, personal data (names, company address) and details on the transaction will be processed and stored in accordance with the statutory rules and regulations.
- Please address any queries regarding data protection to our Data Protection Officer,  
tel. +49 (0) 8654 609 210 or  
email [datenschutz@robел.info](mailto:datenschutz@robел.info).

# Contact persons

Please address any queries regarding safety at work to:

- Mr Herbert Zimmermann,  
Occupational Health And Safety Specialist (FAS),  
tel. +49 (0) 8654 609 335, [herbert.zimmermann@robел.info](mailto:herbert.zimmermann@robел.info)
- Mr Richard Strauss,  
Deputy Occupational Health and Safety Specialist (FAS)  
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# ROBEL. Great on Track.

