

Quality & Food Safety, Health & Safety and Environmental Clauses for Warehouse Contractors working with COCA-COLA HBC

1. Purpose

This document defines Quality & Food Safety, Health & Safety and Environmental requirements (the “requirements”) that must be adhered to by contractors working with COCA-COLA HBC AG (“COCA-COLA HBC”) sites and are based on the following sources:

- COCA-COLA HBC requirements
- The requirements of The Coca-Cola Company (“TCCC”) (=KORE)
- Local laws and regulations

For the purposes of this document, the term “contractor” shall include reference to contractor’s sub-contractors, which may be used in relation to the provision of services to COCA-COLA HBC.

If a Contractor or any of its employees violates any of the Rules, they may be escorted off the CCHBC premises.

CCHBC reserves the right to impose a financial penalty for breach of certain Rules (details of which are set out in the relevant section of the QSE Annex).

The Contractor shall provide CCHBC with all relevant documentation, such as records of required training/qualifications, methodologies/risk assessments, permits, relevant to the activity it is undertaking, prior to commencement of the activity.

2. Scope

The requirements set out herein apply to:

- All owned and leased property which is under control and operation of the COCA COLA HBC;
- All warehouse contractors and suppliers working on COCA-COLA HBC sites;
- Warehouse premises operated by contractors appointed by COCA-COLA HBC.

Additionally:

- Contractors must comply with the COCA-COLA HBC Supplier Guiding Principles, COCA-COLA HBC Human Rights Policy and other COCA COLA HBC policies and/or requirements not mentioned in this document and communicated to the contractor
- COCA-COLA HBC Failure to comply with Quality and Food Safety, Health and Safety and Environmental requirements may result in the contractor being asked to leave site. COCA-COLA HBC reserves the right to charge the contractor for any breach of Quality and Food Safety, Health and Safety and Environmental requirement, this includes payment of financial penalty;
- The contractor is required to submit all relevant documentation including method statements/risk assessments, licenses, training records in advance of works commencing.

The legal entity Contractor warrants that this QSE Annex will be communicated to and enforced by the Contractor's employees.

3. Quality, Safety, Environmental (QSE) Requirements

3.1 QSE Legal Compliance

The contractor shall, at its sole cost and expense, comply with all applicable laws, rules, regulations. Any breach of these requirements may result in immediate exclusion from site, in addition to and without prejudice to all other legal and contractual rights COCA-COLA HBC may have.

The contractor is responsible for complying and shall ensure its subcontractors agree to be responsible for the selection and implementation of the necessary and appropriate QSE safety controls related to the warehouse and warehouse equipment.

3.2 QSE Management System

It is highly recommended the contractor to be certified or at least have a management system equivalent to ISO 9001/14001/ ISO 22001/FSSC 22000/OHSAS18001 or ISO45001.

Warehouses which are handling products intended for McDonalds must have food safety certification, in case they are contracted by COCA-COLA HBC and not through McDonalds certified logistic provider.

3.3 QSE Method Statement/Risk Assessment

Before the contractor carries out any activity at the CCHBC site, he must prepare a risk assessment agreed with the CCHBC and make corresponding risk reduction measures in relation to storage, manual and mechanical material handling activities in accordance with the relevant legislation.

The Contractor may not start work until the competent manager of CCHBC (project manager, area manager, or occupational safety representative) has approved this. Any deviations from the agreed methodology must be discussed with the local CCHBC contact (project manager, area manager, or occupational health and safety officer).

The risk analysis must list the specific quality, occupational safety and environmental protection risks related to the performance of the activity and all solutions that the Contractor applies to avoid injuries, environmental effects, material loss and damage to CCHBC's products and equipment.

The contractor is asked to use a risk assessment process to determine quality control points and food safety risks (based on the HACCP seven-principle, twelve-step model described in the Annex to Codex Alimentarius General Principles of Food Hygiene CAC/RCP 1- 1969), which allows any identified risks to be reduced to an acceptable level or eliminated. The process must cover Good Agricultural Practices or Good Manufacturing Practices and support the food safety system

3.4 QSE Incident Management

- The aim of COCA-COLA HBC is to ensure a systematic approach for prevention of any quality & food safety, health & safety and environmental related incidents.
- The contractor is instructed to report QSE incidents related to COCA-COLA HBC immediately after the incident and complete root cause and appropriate corrective actions to prevent recurrence;
- In the event of an incident resulting in injury / quality/ food safety / environmental impact / equipment damages in particular, the contractor must notify their COCA COLA HBC contact immediately;
- The contractor must also notify their COCA-COLA HBC contact immediately in the event of a near miss Incident which could have resulted in any Quality, Food safety, Health and Safety, Environment and products/equipment damages

3.5 Provision of QSE information, instruction and training

The contractor must ensure that employees, including permanent, contract and temporary employees, working for or on behalf of the contractor are qualified and competent based on appropriate education, training, licenses required, skills and experience so that all work can be undertaken to prevent road accident / injury / food safety incident / damage to COCA-COLA HBC products and equipment.

3.6 Equipment/Machinery

The contractor must ensure that any equipment used by itself or by its sub-contractors in the COCA-COLA HBC site for the warehousing operation is operated and maintained in accordance with Quality, Food safety, Health & Safety and Environmental country applicable laws and COCA-COLA HBC requirements set out in this document's QSE Annex, where applicable.

3.7 Protection against unauthorised entry and security

Products, data and infrastructure, which belongs to COCA-COLA HBC, has to be protected from wilful malicious third-party influence such as but not limited to chemical and fire risks as well as natural phenomenon by adequate construction, technical and organisational measures.

The Contractor and their employees must wear the identification card received upon entry. The Contractor acknowledges that the security service can check the movement of the people on the site, conducts alcohol testing if necessary and check the existence of permits required for dangerous work.

3.8 Audits

The contractor is obligated to undergo an audit in accordance with the COCA-COLA HBC and TCCC KORE requirements, in line with the terms of the relevant contract agreement. KORE, COCA-COLA HBC, FSSC/ISO 22000, ISO 9001, ISO 14001 and ISO 45001 audits are regularly performed for warehouses connected to the productions, plants, which also affect warehouse areas and processes.

4. Quality and Food Safety requirements

4.1 General instructions

- Local laws and requirements must be observed (including, but not limited to the regulations of the manufacturer and export countries)
- Quality, traceability, food safety and the general safety of products and packaging must not be compromised during storage and handling; to ensure that products are delivered to customers and consumers without loss of quality
- The maximum storage height should be defined in advance and must never be exceeded. This is applicable when warehouses don't have a racking system for storage and pallets are stacked on each other.
- The mutual traceability of the products must be guaranteed at all times (see Traceability)
- The finished products must be rotated according to the First Expire-First Out (FEFO) principle (see FEFO)
- Only authorized personnel may enter the storage area.
- It must be ensured that the finished products are easily accessible for visual inspection always to ensure inventory control.

- Chemically treated pallets are prohibited. Use of pallets with damage, absence of construction elements, nails coming out is prohibited. Use of diesel/gasoline forklifts inside the warehouse is prohibited. The status of the products (blocked, in quarantine, free) must be known always and damaged products must be stored separately and labelled. Products which show a loss of quality or defective products (faulty packaging, storage at too high or too low a temperature, etc.) must be treated as described under Incident Management.

In general, all incidents concerning quality and food safety must be reported immediately to COCA-COLA HBC.

4.2 Quality/Food Safety Rules

The contractor must comply with all site quality and food safety rules. The contractor is required to undertake induction training before undertaking any work on COCA-COLA HBC with Coca Cola products and/or on COCA-COLA HBC premises where site quality and food safety rules will be explained.

4.3 Health and Hygiene of Employees

All contractors must verify that they are not ill prior to entering the site and medically fit to work. In case of permanent contractors working on COCA-COLA HBC premises they must have the respective health licenses/ documents as per the local legislation before commencing any work on site and employees in the plant area must also make a separate declaration regarding their state of health.

The contractor must not enter the site if they are suffering from coughing, sneezing, diarrhea, vomiting or other infectious disease. The contractor must inform their COCA-COLA HBC site contact if they feel ill whilst on site.

The contractor must follow the hygienic site rules with respect to hand washing, wearing clean clothes and hair protective nets where required as well as e.g. beard protection in sensitive areas according to local site rules, removal of jewellery (except the ones allowed by the local laws), before entering the production facilities

4.4 Good Warehousing Practice (GWP)

- COCA-COLA HBC products must be stored in accordance with site regulations. The instruction of the local contact (WH Manager, WH team or shift leader) must be followed.
- Based on the Good Warehousing Practices, the following conditions must be observed in particular. If they are not met, the CCHBC contact person must be notified:
 - COCA-COLA HBC products are not allowed to be stored together with foreign products, which do not comply with the food requirements and/or could have a qualitative impact (especially sensory) on the COCA-COLA HBC products. Packaged food should be segregated from fresh food.
 - The products are not allowed to be stored together with strong smelling materials, to prevent a cross-contamination.
 - The dust occurrence due to vehicles needs to be minimized.
 - Products need to be stored on pallets, in frames/ racks or on rolling devices/ racking systems.
 - The products must be stored away from heating units as radiators, to prevent any degradation of quality of goods.
 - Pallets of finished product/materials need to be stored at least 46 cm away from the wall (air circulation and pest control).

- Recommended air exchange in the warehouse is 5 – 6 hours or as required by local legislation.
- The warehouse and loading area must be cleaned regularly. Cleaning records must be kept and available on request.
- Cleaning procedures shall be established (frequency, cleaning agents applied, monitoring the effectiveness), cleaning utensils shall be stored in dedicated place (if applicable)

4.4.1 Pest control in storage areas

- The Contractor and their employees must comply with the rules of the site's pest control in order to keep the storage and loading areas as well as the equipment pest-free.
- The Contractor and their employees are responsible for maintaining the integrity of the placed pest controls traps and for following the measures taken to prevent the entry of pets (Closing and keeping doors, gates)
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4.5 First Expire-First Out (FEFO) and product age management

The Contractor and their employees must comply with the COCA-COLA HBC's FEFO stock movement rules. The purpose of the FEFO system is to ensure that the product with the earliest expiration date from the stock is issued first.

4.6 Storage of finished goods

It is the responsibility of the warehouse managers to monitor the correct storage conditions. The Contractor and their employees must comply with the instruction of the CCHBC contact regarding warehousing activities, as the warehousing and transport conditions must ensure the best possible maintenance of the product quality. Incorrect storage of finished products can easily lead to product damage such as foreign flavour or changed appearance. Contamination of finished product, primary and secondary packaging is also considered a reduction in quality. The most common reasons for a reduction in quality are:

Temperature

The optimal storage of finished products is at ambient temperature between 11°C and a maximum of 30°C. The goods must be protected from freezing, unless characteristics of product require different storage temperature and conditions which would be defined by QA. If goods freeze, they may no longer be sold.

Sunlight

The finished product must not be stored in direct sunlight, even for a shorter period of time, as UV rays lead to a reduction in quality.

Time

The quality of finished products decreases over time. By keeping to the FEFO, the storage time is kept as short as possible.

Unhygienic conditions

Dust, wet or broken floor, damaged and dirty drainage could cause deviations in product quality.

4.6.1 Storage of empty aluminium CANs and aluminum CAN products

CANn damage can be the result of transport, poor handling and/or secondary corrosion caused by residual moisture (product traces and/or residual water) between the separating cartons or

the shrink film, big temperature variations during storage and handling. Damaged cans must be removed immediately and trays containing moisture or product residues must be removed (see Goods destruction).

4.6.3 Maximum storage of finished goods pallets

Finished products must be stored according to the COCA-COLA HBC local standard. Improper storage can cause accidents and/or product damage.

4.7 Traceability

At any time within an acceptable period of time (2 - 3 working hours) the following must be possible:

- Identification of product batch or the production with the same "best-before-date"
- Product quantity
- Two-way-traceability (one step forward and backwards in the warehouse)
- Possibility to trace 100% of the stock

To ensure traceability the following information as a minimum is needed:

- Material Number
- SSCC Code
- Lot-number, production date or best-before-date
- Date of delivery
- If needed, date and data of dispatch to customers

4.7.1 Picking zone

For products in the picking zone the traceability is handled per FEFO principle using the following information:

Checking in in picking zone:

- Time of booking
- Material number
- SSCC Code
- Lot-number, production date or best-before-date
- Product quantity

Checking out of picking zone:

- Time of booking
- Material number
- Product quantity

For return to the picking zone the Lot-number, production date or best-before-date needs to be recorded.

4.7.2 Re-packing

For re-packed articles the following information on top of what is needed for the picking zone is required:

- New generated SSCC Code
- Batch number, Production date or Best before date (BBD) in case it is a single re-packing action (i.e. only one batch number, only one production date or only one BBD).

Exceptions are not tolerated (also not for system failure).

COCA-COLA HBC can carry out a traceability exercise twice a year, in case there has been process changes.

4.8 Incoming goods inspection

The warehouse has to carry out a visual inspection of all incoming goods upon delivery.

The following steps should be carried out:

1. Check delivery documents
2. Check delivered quantities and book into system
3. In case of any differences, contact COCA-COLA HBC immediately
4. Damaged goods need to be sorted out (see Goods destruction), documented and reported to COCA-COLA HBC.

It is expected that during unloading attention is paid to not damaging the goods. In case of can deliveries, keep a watch out for can leakers.

4.9 Non-conforming product Management

The aim of COCA-COLA HBC is to ensure a systematic approach for the control of defective products and to prevent defective products from entering the market. Defective goods can be detected during product receipt, the incoming goods inspection, handling and during the warehouse tours.

Defective shall be deemed to be for example:

- Damaged and/or soiled goods
- Damaged/ deformed product case
- Leaking cans
- Poor label quality (peeling, wrinkling, etc.)
- Damaged pallets, inclined, insufficiently wrapped pallets
- Old goods that have exceeded the remaining shelf life
- Everything that deviates from the specification

The correct procedure for defective goods depends primarily on the quantities concerned and the type of defect.

Defect category 1:

- Visible microbiological problem
- Foreign matter in the finished product
- Faded/ visible different colour of the product

Defects must be always shared with the COCA-COLA HBC's contact person (WH team or shift leader), who should give guidance what should be done.

Defect category 2:

- Dirty goods
- Leaking cans
- Damaged/ deformed product case
- Damaged pallets, inclined, insufficiently wrapped pallets

- Old goods that have exceeded the remaining shelf life
- Everything that deviates from the specification

Small amounts (Dedicated amount by country) with defect category 2

The affected products must be sorted out immediately (per tray or unit case). Replacement of a defective product is only permitted with a product with the same batch. After replacing the defective product, the pallet must be rewrapped appropriately. In case of soiled products, they can be cleaned (provided no chemical products are used and the secondary packaging is not damaged).

The rejected goods must be documented, and the quantity and type of defect communicated to the person responsible at COCA-COLA HBC.

Large amounts (Dedicated amount by country) with defect category 2 or all defects category 1

- The COCA-COLA HBC's contact person (WH team or shift leader) must be informed immediately, who will ensure that the Quality department is notified of the defective product and if necessary, physically blocks the product in order to prevent the goods from being delivered. The further procedure is to be agreed with the Quality department of COCA-COLA HBC according to the situation..

4.10 Blockage and unblocking of products

The COCA-COLA HBC Quality Department is responsible for forwarding information on non-conforming products to the warehouse contractors. The quality department gives clear instructions as to which products and production lots are to be blocked.. Product, blocked for reasons other than quarantine, should be physically identified with a clearly visible label HOLD or REJECT.

Products blocked due to quality problems may only be released after confirmation by COCA-COLA HBC quality department.

4.11 Goods destruction

The goods may only be disposed in accordance with the specifications of COCA-COLA HBC. The report of the destruction must be submitted to CCHBC

4.12 Products under quarantine

Quarantine and release of products is the responsibility of the COCA-COLA HBC quality department.

4.13 Re-packing

When repacking items, the following points must be followed:

- Two-way traceability must always be ensured in accordance with 4.7.2.
- Repacking must be done in batches, unless authorized in writing by the COCA-COLA HBC Quality Department.
- The shelf life of the goods must be checked.
- The goods must be handled carefully to ensure intact and clean products.
- The repackaged goods must be correctly recorded.

5. Health and Safety Requirements

5.1 Insurance

The contractor must ensure that they have valid insurance policies (employers and public liability) in place to cover the works being undertaken as further specified in the relevant warehousing agreement. The contractor must also ensure that Subcontractors under their control have adequate insurance policies in place.

5.2 Health and Safety Rules

The contractor must comply with all site rules, including site security, at sites managed by COCA-COLA HBC.

The contractor is required to undertake induction training before undertaking any work on COCA-COLA HBC premises where site health and safety rules will be explained.

The contractor may be required to undertake on site drug/alcohol testing subject to local legislation. If any contractor is found to have used drugs or alcohol, they will be removed from COCA-COLA HBC premises immediately and refused entry to site. The contractor should proceed with any actions necessary to facilitate such testing.

In terms of safe operation of warehouses, the contractor will ensure:

- Emergency exits are identified
- Fire extinguishers must be located and accessible at all times;
- Storage requirements must comply with COCA-COLA HBC property loss prevention standards;
- It is prohibited to smoke in the warehouse;
- All equipment, tools must have necessary documents, certificates and licenses;
- All vehicles in operation must comply with all technical and legal requirements;
- Vehicle inspection and maintenance must be completed on time and recorded in accordance with legal requirements and COCA-COLA HBC Fleet Policy;
- Warehouse area must have marking of pedestrian and vehicles segregation;
- Racking must be protected from vehicle impact by barriers;
- Racking inspections must be completed weekly and documented. Racking must be maintained in good condition and repairs arranged when necessary. Damaged racking must be isolated to prevent use;
- If LPG forklift trucks are in operation, carbon monoxide monitoring must be undertaken
- Only persons who hold a valid fire safety certificate authorising them to carry out this activity are allowed to refuel gas powered forklift trucks.
- Emergency lighting and fire protection equipment must be inspected;
- Lighting must be maintained and tested.

Forklifts and Vehicles

- Forklift trucks, route trucks and other vehicles must be maintained in good repair, without leakage of oil or lubricants, free from combustible materials and comply with COCA-COLA HBC fleet and environment requirements;
- Forklift trucks must be LPG or electric, use of diesel is forbidden when handling COCA-COLA HBC products;
- Forklift truck operators must load racking from the bottom up and unload from top down;
- Forklift truck operators and all drivers must always wear seat belt when driving and wear gloves and goggles when refueling or charging;

- Forklift truck operator must look in the direction of travel especially when reversing and position forks at low level when turning;
- When travelling without a load, the forks have to be lowered;
- When the forklift truck is stopped, handbrake must be applied and put into neutral position;
- Mobile phones are absolutely forbidden whilst operating the forklift truck or any other type of vehicle;
- When forklift truck or any other vehicle is parked and there is no driver, the keys must be removed to prevent unauthorized use;
- It is forbidden for anybody to climb and/or walk on the rows of pallets and/or crates;
- Forklift trucks may not be used to transport or lift personnel to a height unless equipped with a certified cage and the appropriate PPE;
- It is forbidden for warehouse employees to step on or be moved using the forks of a forklift;
- It is forbidden for pedestrians to pass under raised forks or goods;
- Safety barriers must be replaced immediately after unloading at dock levelers.
- Site/legal traffic rules including speed limits, parking and traffic routes must be adhered to.

Maximum storage of finished goods pallets

See point 4.6.2.

5.3 Personal Protective Equipment

The Contractor shall be responsible for providing the personal protective equipment required for the work, which shall be determined by CCHBC's site rules and its own health and safety risk assessment, and the Contractor shall be required to wear and use such equipment. The personal protective equipment shall comply with the applicable legal requirements in force at the time.

Personal protective equipment required by CCHBC in the production area:

- Safety footwear
- Hearing protection - earplugs or earmuffs
- High visibility vests where vehicles are in motion
- Safety glasses: for glass line and when working with glass mechanical protection, and/or chemical splash protection for workers with chemicals
- Protective gloves: protection against cuts and/or mechanical impact
- Chemical resistant gloves: for chemical contact

In logistics (yard) areas, warehouse, the following protective equipment is mandatory:

- Safety shoes
- High-visibility vests where vehicles are in traffic

Wearing a valid driving licence and personal protective equipment (helmet, body harness, etc.) when using a hoist

The Contractor is responsible for ensuring that protective equipment is always in good condition and that it is worn by his employees at all times.

5.4 Fire safety rules

CCHBC has a fire surveillance system on its premises and a water sprinkler system on its premises in Dunaharaszti and Zalaszentgót.

On the sound of the fire alarm system, the Contractor's employees shall immediately leave the area and go to the designated assembly points. In the event of an emergency, they must follow the instructions of the area CCHBC manager and security staff.

In the event of a fire, fire hydrants and fire extinguishers located on the CCHBC premises may be used.

Fire alarms can also be sent to the security service via the hand-held alarm transmitters and by telephone, tel. 06 24 500 225.

Traffic routes, hydrants and fire extinguishers must not be blocked, even temporarily.

6. Environmental Protection Requirements

6.1 Environment Protection Rules

The contractor must comply with all site environment protection rules. The Contractor is required to undertake induction training before undertaking any work on COCA-COLA HBC premises where site environmental rules will be explained.

6.2 Water Use

The contractor must undertake their work to ensure efficient water usage.

The contractor must seek permission from their COCA-COLA HBC contact before using site water supplies.

The contractor must ensure any discharge to drain has been agreed with their site contact before discharging any water to drain.

6.3 Energy Use

The contractor must undertake their work to ensure efficient energy usage.

6.4 Waste Management

The contractor must undertake their work to minimize waste.

The contractor must seek permission from COCA-COLA HBC to use on site waste facilities and any waste must be segregated to promote recycling.

The contractor must ensure that any waste removed from site is disposed of in accordance with local regulations.

6.5 Hazardous Materials

The contractor must submit technical data sheets/MSDS (Material Safety Datasheet) for any materials which will be used on site. Approval must be received from the COCA-COLA HBC contact before works commence and materials can be used.

The contractor must ensure risk assessments include controls for working with hazardous materials have been agreed with COCA-COLA HBC before works commence.

Hazardous materials must be stored in appropriate sealed, labelled and banded containers/secondary containment (bund capacity at least 110% of volume).

All contractors' personnel who work with hazardous materials must be trained and submit evidence of training to their COCA-COLA HBC site contact. The contractor must ensure that emergency procedures are in place and cooperate with COCA-COLA HBC site rules and procedures.

In the case of spillage or leakage of substances during the works (oil, fuel, etc), the contractor is responsible for all costs associated with the spillage/leakage of substance. Such cleaning should include all areas affected by the spilled substances, including premises, land, ground and underground water, etc.

If dangerous substances, chemicals, or oil enter the sewer, the Company's environmental manager and the Security must be notified immediately, who will also notify the waste water treatment plant.

7. Penalties for breach of the QSE Annex

A breach of this QSE Annex constitutes a serious breach of the agreement between the Contracted Partner and CCHBC.

If a Contracted Partner or its employees or subcontractors violate any of these Rules, they may be escorted off the CCHBC premises.

A Contracted Partner also agrees to pay a penalty in the event that it, its employees, subcontractors, agents or others acting on its behalf violate certain environmental, labor and fire safety rules listed in this QSE Annex. The amounts and details of the penalties are set out in Appendix to Annex QSE. The amounts and the amounts of the penalties are set out in the Penalty Payment Agreement attached as Appendix to Annex QSE.

The CCHBC's Occupational Safety and Health Specialists, Area Managers, and Security Service Members are entitled to:

- to warn and instruct any person who is found/recognized to be engaging in conduct that endangers the health and safety of workers, the environment or the hygiene of the premises to cease such conduct.
- to record the fact and circumstances of the observed unlawful conduct in a report or ensure that it is recorded in a report.

If, on the basis of the recorded report, a breach of this QSE Annex is established, CCHBC shall inform the Contracted Partner's representative of the fact and circumstances of the breach of the rule(s) in writing (by e-mail), with a copy of the recorded report, as soon as possible. The CCHBC shall also be entitled to make use of the provisions of Appendix to Annex QSE. The CCHBC may also invoice the Contracted Partner for the penalty amount set out in Appendix 1, which the Partner shall pay to the CCHBC within 15 days.

8. Precedence of documents

The requirements set out in this document supplement the requirements set out in the relevant warehousing agreement. In case of discrepancies, the provisions of the warehousing agreement shall supersede.

Version October 2023

Appendix to Annex QSE - Penalty system valid at the headquarters and sites of Coca-Cola HBC Hungary

In case of a violation of the Quality and Food Safety, Occupational Safety and Environmental Protection Regulations and Site Regulations applicable at CCHBC 2330 Dunaharaszti, Némedi út 104, you, as a CCHBC contractor or contractor employee, undertake to pay the following penalties after documenting the event. In case of violation falling into the categories below, but not explicitly mentioned here, a minimum penalty of HUF 20,000 will be invoiced to the person violating the rule or to the company employing her/him.

Date of effect: from 01.10.2023 until revocation

I.	Violation of general occupational safety rules	Penalty amount (HUF)
1.	Failure to use prescribed PPE (e.g. high-visibility vest, safety shoes, helmet)	20.000
2.	Breaking the rules of working at a height	30.000
II.	Violation of alcohol rules	Penalty amount (HUF)
1	Applying to work/entry/quitting while intoxicated > over 0.3 per thousand *	20.000
2	Alcohol consumption in the area > above 0.3 per thousand*	30.000
3	Driving in an alcoholic state (including driving a forklift) > over 0.3 per thousand*	50.000
*	Zero alcohol tolerance! It is forbidden to enter or stay above > measured value of 0 thousandths, BUT only penalties	
	>0.3 thousandths of a measured value (to exclude possible measurement error)	
III.	Violation of smoking and fire safety rules	Penalty amount (HUF)
1.	Carrying out work subject to a fire permit without a permit	30.000
2.	Smoking outside designated areas	30.000
3.	Discarding burning cigarette (also in designated smoking areas if not placed in designated bins)	30.000
4.	Blocking fire doors/gates	30.000
5.	Hydrant/hydrant cabinet blockage	30.000

IV.	Violation of traffic rules	Penalty amount (HUF)
1.	Parking in prohibited places (e.g. on designated footpaths, pedestrian crossings, areas closed to traffic)	20.000
2.	Dangerous traffic with unfixed tarpaulins in the area	20.000
3.	Dangerous traffic in the area with the platform/tail wall opened;	20.000
4.	Leaving a starter key behind in an unattended car or forklift	20.000
5.	Missing/inoperability of reversing acoustic signal	20.000
6.	Failure to use locking wedges during parking/loading (minimum 2 pcs)	20.000
7.	Driver within 5 m range of an active loading truck	20.000
8.	Exceeding the speed required on internal roads of the site (>20 km/h)	20.000
9.	Violation of site priority rules/failure to give priority	30.000
10.	Listen to music using headphones while driving.	20.000
11.	Failure to wear seat belts while driving	20.000
12.	Phone calls (handheld) while driving	20.000
13.	Violation of basic road traffic regulations (mandatory direction of travel, no entry, etc.)	20.000
V.	Violation of environmental and hygiene rules	Penalty amount (HUF)
1.	Oil spill from a car driving/parked	40.000
2.	Littering (including throwing away butts) in the interior area and car parking	30.000
3.	Violation of separate waste collection rules	20.000
4.	Urination outside designated toilet facilities on site	20.000
5.	Eating food outside the designated area	20.000
6.	Non-compliance with hygiene and dress code in a production area	30.000
7.	Failure to wash hands when entering a production area	30.000