



WRITTEN INFORMATION ABOUT THE RISKS FOR EXTERNAL PERSONS

elaborated based on requirements set out in Section 101 of Act No. 262/2006 Coll., the Labour Code, as amended

The company of WITKOWITZ Group (hereinafter the "Company") hereby informs natural persons or legal entities (hereinafter the "External Persons") staying at their workplaces about the risks of possible danger to their lives and health, and about the measures taken to protect them.

The Company also provides information and instructions to ensure occupational safety and health (hereinafter "OSH") in relation to dealing with emergencies (fire, occupational injury, leakage of substances, etc.).

PART I. Basic OSH conditions for entry, movement and performance of activities of External Persons in the premises of the Company

- 1. External Persons are obliged to comply with the provisions set out in this "WRITTEN INFORMATION ABOUT THE RISKS FOR EXTERNAL PERSONS", instructions and information signs** posted at gatehouses and individual establishments when entering the Company's premises.
- 2. It is the obligation of the External Persons** performing activities within the Company premises **to carry out only the work and activities, which are directly relating to the nature of the contractual relationship.**
- 3. In the case of performing the activities of External Persons in the Company, their obligation is to comply with and proceed in accordance with the provisions of the document "Binding Terms and Conditions for Performing the Activities of External Persons in Terms of Occupational Safety and Health, Fire Protection and Environmental Protection" (hereinafter "Binding Terms").**
- 4. Any work or activities of the External Person may only be started after provable performance of the stipulated obligations as stated in the Binding Terms,** particularly the obligation to participate in training for External Persons with provable records – see Annex 2 to the Binding Terms, and the obligation of the External Person to perform provable training with the said document for all persons who will be present in the Company's premises with the knowledge of the External Person.
- 5. It is the obligation of the External Person before they commence their work activity to demonstrably train all persons** who will be present with the External Person's knowledge in the Company's premises on the present document and the Binding Terms. External Persons are further obliged to ensure that all the aforementioned persons meet the respective qualification and possess professional and medical capacity set out with regard to the activity they are about to carry out.
- 6. In the case that the Binding Terms do not form part of the contractual relationship between the Company and the External Person, who is to carry out activities within the Company's premises, in such case the External Person is also obliged to adhere to the provisions of the Binding Terms** to ensure coordination of actions in relation to OSH in accordance with Section 101 (3) and (4) of Act No. 262/2006 Coll., the Labour Code, as amended.

PART II. Life and health risks to the External Persons present in the Company's premises

Identification in the Company's working environment – work site, activities, etc.	Risk	Designated actions (obligations of External Persons)
All work sites within the Company's premises – movement of people	Slipping, tripping, fall from height, into a depth, falling through, slipping down, etc. Contact with means of transport – see below	<p>Adhere to the sound and light signals in use, safety, traffic and other signs, or detailed instructions posted within the Company's premises.</p> <p>Prohibition to move outside the designated work sites or designated access routes leading to them.</p> <p>While walking, stay only in the designated routes intended for pedestrians, pavements, or where there is no pavement, keep to the left side of the road.</p> <p>Use personal protective equipment (hereinafter "PPE") – protective footwear and protective attire at minimum.</p> <p>Prohibition to access premises with imminent risk of falling from a height or into a depth without adequate securing by collective protection (protective railing, platforms, safety nets, temporary building structures, etc.) or personal protection (using personal protective equipment).</p> <p>Perform activities, operate means of transport, technical equipment, machines, installations, instruments and tools only with adequate qualifications and with the required professional and medical capacity.</p> <p>It is the obligation of External Persons when moving within the premises to adhere to the right of priority and to pay high attention near means of transport.</p> <p>It is the obligation of the External Persons to enter the Company's premises sober, and to refrain from consuming alcoholic beverages while performing any activity at the Company's work site.</p> <p>Prohibition to enter the Company's work site while under the influence of addictive drugs or use addictive drugs while performing any activity at Company's work site.</p>
Crane transport	<p>Fall of a suspended load and its collision with a person or means of transport</p> <p>Part of a falling load or parts splitting off from other materials during a fall or impact of the load with a surface</p> <p>Fall of released parts of equipment</p> <p>Hitting or slamming of persons</p> <p>Catching of a person</p> <p>Fall from height</p>	<p>Prohibition to operate lifting equipment or bind loads without the corresponding professional qualification and medical capacity.</p> <p>Prohibition to enter space below or in the immediate vicinity of the suspended loads.</p> <p>Respect safety signs and signals with warning of the use and movement of lifting equipment.</p> <p>Prohibition to enter space below or in the immediate vicinity of the suspended loads. Use PPE – protective helmet.</p> <p>Respect the orders and instructions of persons in charge of crane transport.</p> <p>If participating in crane transport (e.g. operators of lifting equipment, binding of loads), become demonstrably familiar with the Safe Work System relating to the respective work site or other regulations (remote controllers, special binding equipment, etc.).</p> <p>When binding loads, use PPE – e.g. protective helmet, protective gloves, protective footwear.</p> <p>Respect and do not exceed the specified load-bearing capacity of the lifting equipment.</p>
Road transport by passenger cars, trucks or special vehicles (handling trucks, etc.)	<p>Contact between a vehicle or load and a person, other means of transport or property of the Company</p> <p>Fall of a load</p>	<p>Adhere to the essential road traffic rules – keep on the right while driving, respect the right of priority for vehicles approaching from the right. Prohibition of riding private bicycles near the entrance to the premises.</p> <p>Pay increased attention in the vicinity of special vehicles, and provide sufficient manoeuvring space for such vehicles while materials are loaded or unloaded. Using the required PPE.</p> <p>Use designated roads while driving vehicles; do not drive in premises and locations with an unclear view.</p>

Rail transport	<p>Contact between a rail vehicle or load with a person, other means of transport or property of the Company</p> <p>Hitting a person</p> <p>Fall of persons from means of rail transport</p>	<p>Prohibition to handle rail vehicles without meeting the adequate professional qualification and medical capacity.</p> <p>Prohibition of movement in dangerous proximity to railway cars.</p> <p>Prohibition of entry, driving and staying in the track area. Respect the orders and instructions of persons in charge of rail transport.</p> <p>Prohibition of crossing tracks by foot or in vehicles outside the designated points – crossings for vehicles, pedestrians, etc.</p> <p>Prohibition of handling wagons or entering railway cars.</p> <p>Respect the orders and instructions of persons in charge of rail transport.</p>
Electrical devices	Electrocution by an electrical shock	<p>Prohibition to interfere with any electric installation without meeting the set professional qualification or medical capacity requirements. Prohibition to get close to uncovered or otherwise damaged power lines.</p> <p>Only use electrical machines or equipment that is free of any damage.</p> <p>Prohibition to remove barriers and covers, open access to electrical component, override protective elements and arbitrarily modify devices etc. Pay an increased attention near electrical equipment</p>
Pressure equipment	<p>Release of compressed media – hazards resulting from its properties</p> <p>Contact of person with a substance</p>	Prohibition to handle the pressure equipment – without the adequate professional qualification and medical capacity. Use the equipment in line with the manufacturer’s instructions and applicable regulations (legal and other OSH regulations, internal guidelines of the Company, etc.).
Gas equipment	Gas leakage – risks arising from the gas properties Explosion, fire – burns or contact of a person with the flammable substance	Prohibition to handle gas equipment without adequate professional qualification and medical capacity. Use the equipment in line with the manufacturer’s instructions and applicable regulations (legal and other OSH regulations, internal guidelines of the Company, etc.).
Machinery, equipment, instruments and tools or activities performed in their vicinity	<p>Contact of person with a machine or a machine part.</p> <p>Particles splitting off and hitting a person</p> <p>Catching a person by a machine or a machine part</p>	<p>Prohibition to use machines and equipment without meeting the adequate professional qualification and medical capacity. Use any machines, equipment, instruments or tools in line with the manufacturer’ instructions and regulations in force (legal and other OSH regulations, internal guidelines of the Company, etc.).</p> <p>While operating machines, equipment, instruments and tools involving the risk of particles that are splitting off, use PPE – eye or face equipment protecting against particles that are splitting off.</p> <p>Prohibition to enter hazardous area of any machinery during operation, respecting safety signs at the work site</p> <p>Repairs of machines, equipment and instruments may only be performed after shutting them down unless the manufacturer’s manual or accompanying documentation provide otherwise.</p> <p>During repairs, secure the serviced machinery against accidental start-up.</p>
Activities performed at or near a source of radiant or contact heat	Body burns, dehydration, fluid loss	<p>Use of technical devices preventing the spread of radiant heat or contact with hot objects or substances.</p> <p>Due to the performed activities, use the appropriate PPE against burns.</p> <p>Apply safety breaks and provide protective beverages.</p>

Activities undertaken at or in the vicinity of a source of dust	Damage to the respiratory tract	Use of technical equipment eliminating the spread of dust. Use PPE – providing protection of the respiratory tract. Apply safety breaks at work.
Activities undertaken in the vicinity of or in the area affected by a source of noise	Damage to a person's hearing	Use of technical equipment eliminating the spread of noise. Use PPE - equipment providing hearing protection. Apply safety breaks at work.
Activities undertaken in the vicinity of places where hazardous chemicals or mixtures are handled or within the area affected by them	Contact with, exposure to or effects of substances to a person Fire, explosion	Request a list of hazardous chemicals or mixtures (hereinafter "HCM") from the responsible employee of the Company, including safety data sheets of such chemicals present within the premises where the work is performed, or within premises affected by such chemicals and mixtures, and become demonstrably familiarised with HCM safety data sheets, especially with the risks, safe handling instructions, specified PPE and first aid procedures. Take adequate actions to ensure OSH based on the hazardous properties of substances. Only use and handle HCM in their original containers, do not re-pour HCM to other vessels, especially those designated for food.
Activities performed in the premises with a risk of explosion, increased or high fire risks and other premises where flammable substances are present	Fire, explosion – body burns, injury by hot substances	Prohibition to smoke and handle naked flame in the premises with increased and high fire hazards (except for permitted activities). Become familiarised with fire protection documentation for the respective work site and adhere to the prescribed actions. Examples of premises with an increased fire risk in the Company – storage of flammable or combustion-promoting substances, filling (petrol) stations, storage tanks, application of paints, etc. Become familiarised with the documentation on explosion prevention of the respective work site of the Company, and follow the established measures. Always start work after issue of the Order V.
Work with a naked flame (welding etc.)	Fire, explosion – body burns, injury by hot substances	Request from the responsible employee of the Company to issue the "Order for work with a naked fire" and, through a professionally qualified person in the field of fire protection, establish preventive measures.
All work sites within the Company's premises	Faulty acts or intentions of individuals resulting in damage to health of other people, environment or property	Ensure that work is only performed by responsible persons with the adequate qualification, and professional and medical capacity. When observing erroneous or intentional actions of persons resulting in damage to health of other persons, environment or property within the Company's premises, immediately report such fact to the responsible employee of the Company, or to the nearest available Company's senior employee.
Activities conducted at the source of hot water or steam Work with compressed air	Burns, scalds Hitting persons with a stream of compressed air Eye contact	Take extra care near hot water or steam distribution lines. Use PPE, especially clothes covering the entire body, use gloves while working. Prohibition to tamper with hot water and steam shut-off valves for unauthorised personnel. Prohibition to enter any premises out of the dedicated work site. Respect and adhere to work site safety marking. Prohibition to use compressed air for the employees to clean each other and their clothes.

<p>Work site or construction site</p>	<p>Fall and/or fall-through of persons, fall of materials and objects – hitting of persons, etc. Hitting, catching of persons by construction machinery, technical equipment, or their parts. Other risks arising from the activities of other external parties at the construction site.</p>	<p>Ask the Company for identification and contact data from other External Persons performing work at the same work site or construction site, and provide such other External Persons with your written information about risks before the work is started for the first time. Request from the Company and other External Persons performing work at the same workplace or construction site a written information about the risks, including the taken measures resulting from their activities, and demonstrably make all its employees and other persons aware of such documentation.</p> <p>Observe the requirements under Act No. 262/2006 Coll., as amended, Act No. 309/2006 Coll., as amended, Governmental Decree No. 591/2006 Coll., as amended, and “OSH Work site Plan” where available for the construction site concerned.</p> <p>Request from the Company a protocol or other document – a record of the work site and construction site handover including at least the definition of the work site, method of securing the technology, access routes, location of fire protection equipment, methods of connection to utilities and location of main switches/closures, information concerning operation, etc.</p> <p>When entering the construction site, use at least the following PPE – protective footwear, safety helmet and protective clothing with a well-visible name or logo of the External Person.</p>
<p>Unused production or non-production facilities</p>	<p>Fall and/or fall-through of persons, fall of materials and objects – hitting persons, etc. Unforeseeable risk due to possible dilapidated state of facilities</p>	<p>Compliance with the prohibition to enter decommissioned, non-operating buildings with the possibility of dilapidated state (unstable floors, disturbed statics of the structure and other parts of facilities, unclosed openings, unclosed decommissioned elevators, unsecured parts of decommissioned equipment and roofs against falling, damaged window and skylights, etc.).</p> <p>Upon entering the aforementioned facilities, it is the responsibility of the External Person to provide appropriate measures, technical, personal and other means to ensure the safety and health of all persons performing work in the aforementioned facilities or in their dangerous vicinity with respect to the specific place of work performance.</p> <p>The buildings are in a state of disrepair or dilapidated state, therefore the Company cannot ensure the safety of its employees and other persons working inside or near such buildings due to the different activities of the External Person, and therefore it is necessary to take the aforementioned specific measures.</p>

PART III. Information and instructions for dealing with emergencies in the Company

In the case of any suspicion or occurrence of an extraordinary event (work accident, near-accident, fire, substance leakage, explosion, etc.), the External Person is obliged to follow the principles set out in the Plan of Care for Injured Persons, and immediately contact the responsible employee of the Company listed in Annex 2 to the Binding Terms, or the nearest available senior employee of the Company.

PLAN OF CARE FOR INJURED PERSONS

A. Procedure in the case of an accident for the respective work site

1. Assess the situation and risks, protect OWN SAFETY, act calmly.

2. Provide TECHNICAL FIRST AID.

ELIMINATE effects of the source of injury, remove technical obstacles:

- Switch off – interrupt power supply (electricity, water, air, gas, steam, heating).
- Fix – materials, components.
- If you are unable to do the aforementioned, immediately **inform the head of the company's work site.**

3. Provide the BASIC FIRST AID

The injured does not respond, does not breath – start immediate resuscitation, i.e.

- **Indirect heart massage** (press chest 100 times a minute)

In the case of amputation of a body part – remove dirt from the amputated body part under running water, put the amputated body part in a plastic bag, and put the bag in a container with cold water and pieces of ice.



Location of first aid equipment:

4. Call PROFESSIONAL HELP

Emergency medical service **155** Police of the Czech Republic **158**

Fire rescue service **150** Emergency call centre **112**

5. SECURE the hazardous premises against entry of unauthorised persons with a provisory handrails, banding, boards.

B. Reporting

6. REPORT

Immediately report any occupational injury, fire, substance leakage, accident, etc. to the **work site manager** or **to the company's responsible person**.

Immediately report any occupational injury, fire, substance leakage, accident, etc. to the emergency service number of OSH and FP provider –

703 477 892.