

## **Health, Safety and Environmental Requirements**

The following constitute the minimum Health, Safety and Environmental (HSE) Requirements for a Contractor and any Sub-Contractors performing work on Company Sites (real estate owned or leased by Company, where Company is the operator) and on Company Project Sites (where work is performed exclusively for Company). HSE Requirements encompass compliance with all applicable federal, state/provincial and local statutes, regulations, enforceable agreements, agency orders, permits and contract documents. HSE Requirements also include specific Company requirements as disclosed below and any site-specific requirements not specified below. Each Contractor shall ensure that any subcontractor it employs meets these HSE Requirements. The Contractor shall take any additional precautions necessary to prevent harm to personnel or damage to the environment, property or The Company's reputation.

The Contractor's HSE Program must strive to deliver an incident and injury-free workplace. The Contractor shall provide at the Company's request, a monthly breakdown of hours worked, headcount of employees working on site and incidents (including subcontractors' hours, headcount and incidents) on Company Sites or Company Project Sites.

### **Company Specific HSE Requirements for all Contractors**

In order to meet the Company's specific HSE Requirements, the Contractor must have an HSE Program that is focused on continual performance improvement. The Company has the right to audit the Contractor's HSE Program and documents. At a minimum, the following elements shall be included in the Contractor's HSE Program:

#### **Leadership**

Contractor Leadership shall actively communicate HSE expectations and Company Requirements, routinely monitor HSE performance of their employees, sub-contractors and vendors working on the project, conduct documented HSE audits, develop action plans to address the audit findings and actively take ownership of HSE. The Contractor shall provide documentation of the HSE audits and action plans to the Company at its request.

The Contractor shall ensure that Contractor employees, Sub-contractor employees and Vendors understand the Company's HSE requirements through an onboarding HSE orientation that meets or exceeds the Company's Site Specific HSE orientation or use the Company's Onboarding HSE Orientation for work performed on company sites.

The Contractor shall provide trained and competent personnel (employees, sub-contractors or vendors) for the tasks being undertaken on behalf of the Company. The Contractor shall verify training records and competency of all employees, sub-contractors or vendors prior to the commencement of the task. The Contractor shall make available documentation of the verification means and methods used at the Company's request.

The Contractor shall designate one employee responsible for HSE for the job/project. For small jobs/projects (less than 30 workers, including sub-contractors) this person may be assigned other duties beyond HSE. For projects that employ more than 30 workers, including sub-contractors, the

Contractor shall maintain on site a dedicated HSE Coordinator throughout the duration of the project. The HSE Coordinator shall have no other duties beyond HSE and shall hold all applicable HSE

qualifications and be trained in the Company's HSE Requirements. For large jobs/projects (greater than 200 workers including sub-contractors) the required number of dedicated HSE Coordinators shall be discussed and agreed upon prior to the start of the job/project by the Contractor and Company's Project Management Teams.

### **Behavioral Based Safety**

The Contractor shall have a behavior based safety program which, at a minimum will include a safety observation program with performance targets. The Contractor shall communicate to Contractor employees the expectation that everyone has an obligation to stop work that is unsafe.

### **Job Safety Analysis**

The Contractor shall utilize a hazard identification and risk assessment process for completing a daily pre-job task hazard analysis and/or work permitting system to identify and control the hazards to an acceptable level. At a minimum, a process for completing daily Job Safety Analysis (JSA)/Job Hazard Analysis (JHA), is required to facilitate the daily task hazard analysis.

The Contractor shall utilize a "tool-box safety talk" approach to communicate the results of the JSA/JHA process among the workers performing the task, prior to the task being started. This will ensure that all affected workers are aware of the job steps, hazards present, mitigations and the responsible workers for implementing the mitigations prior to performing the work.

### **HSE Meetings**

The Contractor shall conduct or take part in regularly scheduled on-site or off-site HSE meetings discussing at a minimum: facility and job hazards, incidents, near-misses, site-specific safety and health rules and site-specific procedures. The Contractor shall, upon the Company's request provide documentation of the safety meeting time and date, topics covered and names of all attendees. The Company at its discretion may appoint a representative to attend the meeting and to present relevant information to the attendees.

### **Incident Reporting and Investigations**

The Contractor shall immediately notify the Company of all Contractor, Sub-Contractor or vendor incidents resulting in personal injury, spills or releases, security issues, loss or damage to property or near-misses. The Company will require the Contractor to conduct an investigation for any HSE Incident in accordance with the Fort Worth HSE – Incident Investigation and Reporting Procedure. The Company retains the right to participate or conduct its own incident investigation. For all incident investigations, the Contractor shall provide a written investigation report to the Company within 5 business days of the Incident. The investigation report shall contain a narrative of the events prior to the incident, a description of the incident and the immediate actions taken after the incident. Additionally, the investigation report shall identify root causes associated with the incident as well as corrective actions to prevent recurrence, responsible parties for the corrective actions and due dates for completion/implementation of the corrective actions. The Contractor shall keep the Company Project Manager and the Fort Worth HSE Team updated as to the status of corrective action implementation. Should any implementation of corrective actions be delayed, the Contractor shall inform the Company Project Manager no later than five business days before the corrective action is due of the delay, the reasons for the delay and the anticipated implementation date. When requested, the Contractor shall furnish the Company with copies of non-privileged reports made by or on behalf of the Contractor concerning an incident, including any non-privileged statements or other investigative materials.

### **Personal Protective Equipment**

The Contractor shall ensure that Contractor, Sub-Contractor and Vendor employees have all required Personal Protective Equipment (PPE) before work begins and that PPE is utilized in accordance with the manufacturer's recommendations. The Contractor shall ensure that all PPE is clean, adequate to protect the affected employees and is in good working order. The Contractor shall verify that all personnel required to utilize PPE understand the correct use, care and limitations of the PPE. The Contractor shall obtain and comply with individual site PPE requirements.

### **Contractor Employee HSE Competency**

The Contractor shall ensure that regulatory required training for the Contractor's employees has been identified and completed. Competency must be demonstrated. The Company may require reasonable additional site-specific training and documentation. Site specific training required by the Company for Contractor, Sub-Contractor and Vendor employees shall be identified and agreed to prior to the start of the job/project. Contractor shall ensure that all affected Employees, Sub-Contractor Employees and Vendor Employees are scheduled for and complete the required training prior to the commencement of work.

### **Preventative Maintenance Program**

The Contractor shall have a preventative maintenance program for equipment brought onto the Company's site that includes, at a minimum the identification and prioritization of maintenance for safety and/or environmental critical items.

### **Chemical Introduction Process**

The Contractor shall comply with Company's Fort Worth HSE - Chemical Introduction Multi-Site-Procedure (MSP) for all chemicals brought on site. The Contractor shall ensure that Safety Data Sheets (SDSs) are available at the Company Sites and/or Company Project Sites for all chemicals the Contractor brings to the site and that the SDS is reviewed as part of the JSA discussion.

### **Waste Management**

The Contractor shall have a written Waste Management Plan at the Company Project Site for work performed that at a minimum requires identification of waste and disposal methods, or shall follow the Company's Waste Management plan.

### **ISNetworld**

The Contractor is at all times during the performance of this Agreement, a member of ISNetworld with a Grade of B or higher and shall continue to report full, complete and accurate information to ISNetworld concerning the Contractor's employees. The Contractor shall have a process for evaluating the HSE performance/conformance of its Sub-Contractor and Vendor companies that meets or exceeds that of ISNetworld or may at its discretion require its Sub-Contractors and Vendors to be members of ISNetworld with a grade of B or higher. The Contractor shall, upon the Company's request provide documentation of the HSE performance/conformance process and results for its Sub-Contractor and Vendor companies who are not active members of ISNetworld.

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