



EHS Requirements for Contractors

1. SCOPE

1.1 Content

This specification describes TE Connectivity Environmental Health & Safety (EHS) requirements for Contractors.

1.2 Application

This specification applies to all contractors engaging with TE Connectivity (TE). The seller warrants that upon acceptance of an order which involves seller services to be provided at any TE facility or location, seller agrees to comply with the TE Environmental, Health and Safety requirements as set forth in TEC-124-115 EHS Requirements for Contractors, located on the TE Supplier Portal.

This specification does not apply to visitors; however, their safety will be the responsibility of their TE site contact.

1.3 Reason for Specification

Safety and environmental protection are part of our corporate philosophy. In the "TE Connectivity Environment Health and Safety Policy", TE is committed to protecting the health and safety of our employees, our visitors and our contractors and the environment.

These requirements are part of the contract between TE and the Contractor.

Violations of these conditions may constitute a breach of contract. The Contractor is liable for all personal injury and property damage caused by it, its employees or third parties hired by the Contractor.

In the event of environmental, health, and safety (EHS) violations, TE may suspend or terminate the work until the shortcoming is eliminated and exclude offending employees from further work.

1.4 Basis of Content

This specification is based on the regulations, guidance, and standards established by the International Electro-Technical Commission (IEC), the American National Standards Institute, Inc. (ANSI), the U.S.A. Department of Labor Occupational Safety and Health Administration (OSHA), and European Council Directive 92/57/EEC.



NOTE

Where country-specific laws or regulations exceed the requirements of this specification, they shall take precedence.

2. APPLICABLE DOCUMENTS

2.1 Reference Documents

Unless otherwise specified, the latest edition of the document applies.

5214 TE Global Terms and Conditions of Purchase

3. DEFINITIONS

Confined Spaces – Any work in spaces including but not limited to vaults, tanks, storage bins, manholes, pits, silos, underground utility vaults and pipelines, excavations, trenches, open drains, floor openings.

Contractor – A seller providing any services at any TE facility or location. The rules apply to the Contractor's representative and subsidiaries of the respective legal entity affirming a contract with TE by accepting a purchase order. Contractors include all third parties hired by the Contractor/ Subcontractor and their employees.

EHS Defects – Are considered wastewater violations, air permit violations, government inspections, notices of violations, fines, reportable spills and releases.

EHS Events – Fire, explosion, property damage.

Hot Work – Any work requiring e.g. welding, cutting, disassembling, soldering, forming and burning, thawing, warming, flame and tar work, where any ignition source is used.

Large Projects – Are considered construction work, facility installations, work involving multiple employers, and work requiring work at height and/ or confined space permits (e.g. building constructions, electrical systems maintenance, crane installations, roof work, tank cleaning).

Safety Incidents – Are considered recordable incidents, first aids and near hits.

Visitor - TE employees or non-TE employees who are present at the site for meetings only.

Work at Height – Any work at heights more than 4 feet (1.2m).

4. REQUIREMENTS

4.1 General Requirements

- a. The Contractor is responsible for compliance with all local EHS laws and regulations in addition to the requirements of this specification.
- b. It is the duty of the Contractor to assure all rules and requirements set out in this specification are followed by all their employees and subcontractors.
- c. Site specific rules, e.g. defined speed limits, parking places, and other requirements as communicated in the site briefing, may also apply to the Contractor.
- d. An official contact person must be designated by the Contractor prior to starting work. This person will be responsible for all activities, organization, communications, etc. related to the work contract. As the official representing the Contractor, this person has the obligation to support all EHS and fire protection measures.
- e. TE will conduct site-specific briefings before the project is started, but this does not release the Contractor from their responsibility for their own EHS program.
- f. For large projects (See definitions) the Contractor shall conduct a pre-work meeting. At this meeting the Contractor must provide a written project/contract safety plan, including:
 - the work schedule and plan,
 - the key personnel and their responsibilities for managing EHS
 - the procedures for effective communication with TE and all involved in the work
 - how all work will be completed to ensure compliance with applicable regulations
 - how all work will be completed to ensure safety at all times on the jobsite;
 - details of the equipment and EHS supplies that will be used to complete the identified activities.
 - The Contractor's plan for daily inspection of the work.

- g. The Contractor must maintain appropriate safety and health records (as may be required under a records retention schedule set by local regulation) generated during large projects. Examples of records which must be maintained include but are not limited to:
 - Employee exposure monitoring results
 - SDSs (Safety Data Sheets) associated with the project
- h. Any employee of the Contractor can be removed from the premises in the event of non-compliance with any EHS rule or obligation.
- i. At all times, including breaks, lunch, etc., Contractor employees remain employees of the Contractor with all associated obligations.
- j. Necessary measures to prevent work accidents, occupational illnesses, and work-related health hazards must be implemented.
- k. Effective first aid provisions must be implemented and any exemptions are to be agreed by the site.
- l. It is the responsibility of the Contractor to provide all necessary and appropriate EHS training to their employees.
- m. A hazard / risk assessment must be conducted prior to performing work.
- n. Areas with special hazards (e.g. electroplating, laboratories, etc.) will be pointed out to the Contractor during the site-specific briefing as required.
- o. Entering buildings where there is no work to be performed under the contract is prohibited unless approved by the local TE site management.
- p. Safety signs and labels (prohibition and warning labels, etc.) must be observed and may not be removed or defaced.
- q. Work equipment, machines, tools, ladders, etc. must be provided by the Contractor. They must be in proper condition and used as intended. Equipment and machinery must comply with local legal and TE requirements.
- r. Contractors are responsible for providing all powered industrial truck equipment as necessary for the work performed and are not permitted to use TE powered industrial truck equipment without written permission from TE.
- s. Smoking is prohibited on the entire site unless permitted by TE in designated smoking areas.
- t. Taking photographs is prohibited at the entire site. Exceptions can be approved by site TE management.
- u. It is prohibited to possess drugs or alcohol on a TE site, consume them during work time, or appear for work in an inebriated state or drug induced condition.
- v. Electricity, air, water and other utilities may only be disconnected with written permission from TE.
- w. The workplace must be kept clean, and after completion of the work it must be tidied up and if necessary secured.

4.2 Personal Protective Equipment

- a. TE Connectivity requires 100% use of safety glasses while on site. TE site management will inform the Contractor of any exceptions.
- b. Providing all necessary personal protective equipment (e.g. safety shoes and safety glasses) is the responsibility of the Contractor and must be worn as required.

4.3 Fire Protection and Emergency Response

- a. TE will inform the Contractor of site-specific procedures in emergencies (EHS incidents, defects, and events.)
- b. In the event of fire alarm, all Contractors must immediately exit the building or work site and assemble in the designated assembly area as communicated by TE. Contractors are responsible to account for all personnel during an emergency drill or actual event and report headcount to the TE site emergency response coordinator as may be required.
- c. For all other emergencies identified by an alarm (tornado warning, active intruder, etc.) The Contractor is required to assemble or respond as designated by TE site management.
- d. Escape and rescue routes, fire department access, hydrants, fire extinguishing equipment, etc., must be kept free and unobstructed at all times.
- e. A hot work permit must be obtained from TE prior to performing hot work.
- f. Switching off the fire alarm, detection and extinguishing equipment requires written authorization by TE.
- g. A written permit must be obtained from TE prior to working on automatic CO2 extinguishing systems and in rooms that contain automatic CO2 extinguishing systems.
- h. For large projects, and where deemed necessary by TE, the Contractor shall have a written spill prevention and emergency response plan.
- i. The Contractor is required to bring to the TE site and maintain in ready position; spill prevention, containment, and cleanup equipment appropriate for the types and quantities of hazardous materials and chemicals they may bring to the TE site. The same is true for any TE owned hazardous materials or chemicals on site that have the potential for accidental release due to the work to be performed by the Contractor.
- j. Leaks, spills, releases, and any contamination caused by the Contractor must be cleaned up as soon as possible. The cost of the necessary cleaning is at the Contractor's cost irrespective of whether TE or the Contractor arranges the cleaning.
- k. In the event of incidents involving people, damage to property, environmental releases (e.g. spills of oil or chemicals), structural damage or damage to technical equipment (e.g. damage to electrical lines or gushing water) emergency measures must be initiated immediately. TE must be notified and if necessary the event coordinated with local site emergency procedures.

4.4 Reporting

- a. During all work on site potential safety and health hazards must be immediately reported to TE unless there is an agreement with the TE site management as to which hazards they will address and which must be reported to TE. If hazards are not corrected, TE and the Contractor have the authority to suspend work until the corrective action is complete.

- b. During work on site, all EHS incidents, EHS defects and EHS events must be documented and immediately reported to TE.
- c. Damage and disruptions to TE facilities are to be immediately notified to TE.

4.5 Chemicals and Wastes

- a. Any chemicals intended to be brought onto the TE site by the Contractor must be accompanied by a safety data sheet and preapproved by the site TE EHS leader.
- b. The Contractor is responsible for instruction, exposure monitoring and health checks of their employees as necessary based on the hazards of chemicals brought and used on site.
- c. Hazardous chemicals must be properly transported, stored, processed, and disposed. Hazardous waste must be properly disposed of by the Contractor. Chemicals and all material brought to the site must be removed from the site by the contractor; no scraps, or waste may be left behind at the site.
- d. The Contractor is responsible to reduce and control the generation of dust, fumes, and odors created during the work.
- e. Depending on the type of work performed and local legislation an industrial hygiene plan may be required of the Contractor.

4.6 Lock Out / Tag Out

- a. The Contractor is responsible to have a Lock Out / Tag Out program to ensure that employees are not exposed to the uncontrolled release of hazardous energies (electricity, compressed air, hydraulics, hot or cold media, chemicals, mechanic energy etc.). This means properly shutting down equipment and applying locks with tags in a way to prevent unexpected re-energization.

4.7 Electrical Safety

- a. Only qualified persons may work on electric circuit parts or equipment that has not been de-energized. These qualified persons shall be capable, as determined by their electrical knowledge and skills, of working safely on energized circuits. This capability includes a familiarity with the proper use of special precautionary techniques, personal protective equipment, insulating and shielding materials and insulated tools.
- b. Safety-related work practices shall be employed to prevent electric shock or other injuries resulting from direct or indirect electrical contact when work is performed on or near equipment or circuits that may be energized. The specific safety-related work practices shall be consistent with the nature and extent of the associated electrical hazards.
- c. Employees working in areas where there are potential electrical hazards shall be provided with, and shall use, electrical protective equipment that is appropriate for the specific parts of the body to be protected and for the work to be performed. The equipment shall be inspected prior to use and be on a preventative maintenance schedule which meets or exceeds the manufacturer's recommendations and/or applicable regulations.

4.8 Work at Height

- a. Work at height requires a permit and special protective measures.

- b. A risk assessment shall be conducted and documented for any work at heights more than 4 feet (1.2m). In any country or jurisdiction where the minimum height that requires a risk assessment is less than 4 feet (1.2m), including where special hazards such as open pits or dangerous machinery /equipment exist, then that requirement shall take precedence. The risk assessment needs to identify the need for Personal Protective Equipment e.g. head protection.
- c. At heights more than 4 feet (1.2m) above the adjacent floor or ground level; Where personnel will perform work, or inspection, and a guardrail system is not in place, a fall protection system is required based on the risk assessment. Ladders used for their intended purpose and per local regulation are exempt from this requirement except; any fixed ladder greater than 20 feet (6m) in height shall be equipped with a cage or another fall arrest device.
- d. Where Aerial Lifts are used, personnel shall use a personal fall arrest or personal fall prevention system attached to the boom or basket when working from an aerial lift device where the basket or work platform may rotate, articulate, or otherwise extend beyond the perimeter of the base of the unit.
- e. Scissor-type lifts that move primarily in the vertical direction, including those where the platform may extend beyond the base of the unit, and have a properly installed and functioning guardrail system are exempt from requiring additional personal fall protection as long as the worker maintains both feet on the platform at all times. If management is unable to ensure compliance with this requirement, then a personal fall arrest or personal fall prevention system is required.
- f. Personal fall arrest or personal fall prevention systems are required when operating lifts; such as warehouse order pickers, where it is normally required of the worker to reach outside of the operator's cage.
- g. Roof Edge Access: TE facilities maintain a procedure for managing roof access which must be complied with.
- h. Whenever personnel are within 6 feet (1.8m) of the roof edge, a guardrail system or personal fall prevention system shall be used.
- i. Scaffolding shall be designed and constructed only by contractors who are qualified by knowledge and experience, and certified, if required, by local regulation.

4.9 Confined Spaces

- a. Confined spaces require a permit and special protective measures – Contractors are obliged to assure controls including but not limited to appropriate training of personnel, testing and monitoring of the atmosphere before and during entry to confined space, use of fall protection, method, equipment and personnel for rescue, adequate lighting, communication procedures for evacuation and emergencies, and Personal Protective Equipment e.g. respirators, head protection etc.