

PZ STELMACH
COMPANY: OPOLE



S T E L M A C H
Hazardous Substance Handling Policy

Edition: 1
Date: 01/06/2023

Edition	Approved by:	Allowed by:	Date:
1	PZ Stelmach Sp. z o. o Management Board President	PZ Stelmach Sp. z o. o Management Board President	01/06/2023



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POLICY STATEMENT

Our company prioritizes the safety and health of our employees, customers and the surroundings. We strive to ensure the hazardous substances are handled safely and responsibly according to the highest standards in all our activities. Therefore, we make the following assumptions:

- Safe and responsible handling of hazardous substances and ensuring compliance with the applicable regulations and standards regarding hazardous substances,
- Minimizing the risk of accidents involving hazardous substances through the appropriate management of these substances.

The policy applies to all substances that are classified as hazardous under local regulations and any substances that may be considered potentially hazardous. This applies to substances used in the production processes.

The Production Director is responsible for the Hazardous Substance Handling Policy.

DEPARTMENT MANAGER AND EMPLOYEE RESPONSIBILITIES

Department Managers are responsible for:

- Ensuring that all hazardous substances are managed and used in accordance with the applicable regulations and standards,
- Ensuring appropriate training of the employees in safe handling of hazardous substances and the first aid rules in the event of accidents.

Employees are obliged to:

- Participate in training related to handling hazardous substances and comply with the safety procedures,
- Immediately report any accidents, failures or incidents involving hazardous substances.



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HAZARDOUS SUBSTANCE MANAGEMENT

Before use, potentially hazardous substances should be carefully assessed for risk and the employees should receive appropriate training in identifying and minimizing the associated risks. These substances must be placed in the appropriate, labelled and closed containers. Storage should take place in the appropriate conditions including the appropriate temperature and the adequate ventilation. Access to hazardous substances should be limited only to the employees with appropriate training. Withdrawn or expired hazardous substances should be properly disposed of in accordance with the applicable regulations.

RISK MANAGEMENT

The employers are obliged to regularly assess the risks associated with hazardous substances and implement the appropriate preventive measures. The hazardous substance management system should be regularly reviewed to identify and minimize risks.

MONITORING AND REPORTING

Department Managers are responsible for monitoring and reporting any incidents, failures or accidents related to the hazardous substances. Employees are required to report all incidents related to hazardous substances directly to their superior who then records it in the existing company register - Register of Emergency and Dangerous Situations.

SCOPE

The Policy applies to all entities related to **PZ Stelmach Sp. z o. o.** including its employees, directors, officers, contractors and third parties acting on behalf of the company. It is a document intended for internal use, and the company's Management Board is responsible for providing any interested person or entity with it. Failure to comply with the principles contained in the Policy will result in the appropriate actions.



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RESPONSIBILITY

The Production Director is responsible for the development and implementation of this Policy and the appropriate procedures, and **PZ Stelmach Sp. z o. o.** undertakes to review the Policy annually.

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(Responsible Person Signature)