

Varo Energy Tankstorage AG General safety regulations

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Competence:	QHSE	Revision:	2
Released by:	GL	Number of pages:	1 of 8

1) Purpose of instructions

It is one of Varo Energy Tankstorage AG's principles to carry out our work guaranteeing the safety of employees, third party companies, customers, and the public. Varo Energy endeavours to prevent all accidents, injuries, and occupational diseases through the active cooperation of all concerned as well as to recognise and remove safety risks.

These safety regulations should issue rules for the individual behaviour and the cooperation of all concerned in order to be able to guarantee safety at any time.

2) Area of application

These regulations apply for all Varo Energy storage facilities. The general safety regulations and codes of conduct are binding for all persons that are present on these premises. This applies to storage staff, employees of third party companies, railway staff, customers and visitors.

These regulations apply to normal operation as well as during the execution of all different kinds of works (repairs, maintenance, cleaning, etc.)

3) General safety regulations and codes of conduct

All persons that enter the tank storage premises and / or use its facilities underlie not only the legal regulations but also the special corporate regulations.

All instructions given by the storage staff must be complied with at all times.

Entering plant and loading areas



Visitors are only permitted to enter the storage facility when accompanied by a Varo Energy Tankstorage employee. Unauthorized persons do not have access.

Smoking ban, open flames, and ignition sources



Open flames and other ignition sources are not permitted without a written authorization. Smoking is prohibited on the entire storage premises. This also applies to vehicles.



Smoking is only permitted in the designated smoking areas.

Radio transceivers, cell phones, and other electronic devices



The use of radio transceivers, cell phones, other electronic devices is not permitted unless specifically authorized.

Photography / filming and video surveillance



Photography and filming on the entire storage premises is only permitted if specifically authorized by the storage facility manager. This also applies to the use of camera phones.



The entire storage facility premises are under video surveillance.

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Consumption of food, eating and drinking



The consumption of food as well as carrying food and drinks is prohibited in all operational areas.

Food and drinks may only be consumed in designated areas.



The required hygiene instructions are to be followed. Wash your hands and face. Take off dirty clothing.

Alcohol, drugs, medications



Alcohol and drugs are prohibited on the entire premises. Alcoholic drinks and drugs can neither be carried nor consumed. Persons under the influence of alcohol or drugs are not permitted to enter the premises. Any person on the premises may be asked to undergo a test.

Vehicle traffic in the storage facility



The maximum speed in the storage facility is 20 km / h. When entering the loading facility, the driver must drive at walking pace.



Climbing on top of a lorry is prohibited. Reversing without instruction is prohibited.



Road traffic regulations are applicable on the entire premises. Parking is only permitted in designated areas. Visitor parking is available.

Fire fighting and life saving equipment, plant entries and exits, emergency escape routes, as well as channel and manhole covers must be kept clear at all times.



Police and emergency vehicles always have the right of way.



Railroad vehicles always have the right of way.

Personal protective equipment



Wear personal protective equipment!



- Protection glasses (see instructions on the premises)
- Gloves (when in contact with product)
- Safety helmet (see instructions on the premises)
- Conductive safety shoes
- Long-sleeved, flame resistant work wear



Wear orange-coloured protection gear when working on the railway tracks or near them.

Safety and emergency equipment

Safety and emergency equipment like e.g. emergency showers, fire extinguishers, fire hydrants, fire alarms, and phones must be accessible at all times and should not be misused.

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4) Conduct during emergencies

Conduct in case of fire



Fire brigade 118

Keep calm!

In case of fire, the following actions take place:

- The alarm siren sounds
- The fire brigade is alarmed automatically
- Pumps switch-off at all loading lanes
- The barrier opens automatically (escape route)

Fire alarm buttons are available throughout the storage facility. Push to operate them.

You will also find **fire extinguishers** for local fire fighting in all areas of the storage facility. Their locations are marked. These fire extinguishers should only be used after making sure oneself is not exposed to danger!

In case of fire, go to the collecting point immediately!

Conduct in case of alarm



Stay calm!

If the alarm siren sounds, all persons on the storage facility must go to the collection point immediately. You will find the respective collection points here:

- Eclépens: At the entrance of the facility (vehicule portal)

Attachment 1 includes a detailed plan of all tank storages showing the respective collection point.

Conduct in case of human accidents



Ambulance 144

Stay calm!

In each storage facility is a defibrillator. All employees are trained in first aid and in the handling of the defibrillator. In case of emergency, contact immediately a Varo employee!

Conduct in case of product release

In any case of product release, a storage employee must be informed.

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5) Periodic safety instruction

Safety presentation and operation

The safety regulations applicable in the storage facility are summarized in a presentation. This presentation will be shown to each person entering the premises for the first time. Varo Energy employees will gladly assist you if you have any questions.

Additionally, in each storage facility there are signs for:

- Location of the collection point
- Opening hours of the storage facility
- Location of the first- and medical aid kit and the defibrillator

When the respective person fully understands the applicable safety regulations, he or she signs this safety document including the attachment for the respective storage and receives a copy of it.

The safety instruction is valid for **one year**. Afterwards, the presentation must be studied once more and the safety document must be signed again.

The general safety regulations are identical in all Varo Energy storage sites. However one should confirm site specific briefing through signing the attachment of this document for the respective tank storage.

6) Violations

These safety regulations are binding for everybody. In case of violations of these regulations, Varo Energy Tankstorage AG reserves the right to admonish the person concerned or to remove them from the premises in extreme cases.

Varo Energy' principles include safety and accident-free operations. Help us to fulfil these principles!

We look forward to a good cooperation!

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7) Confirmation and signature

Your signature confirms that you have understood the general safety regulations applicable for the Varo Energy storage facilities. It also confirms that you have received your own copy of these safety regulations and obligated yourself to carefully respect them.

Name / First name:

**BLOCK
LETTERS**

Identification number:

(ID, driving license, etc.)

Company:

Date:

Signature:

The storage employee confirms to have instructed the above signed person on the safety regulations applicable to the respective storage facility.

Storage employee:

**BLOCK
LETTERS**

Signature:

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Attachement for Eclépens

Address Eclépens storage

Varo Energy Tankstorage AG
Chemin de la Longeraie 1
CH-1312 Eclépens

Eclépens storage telephone numbers

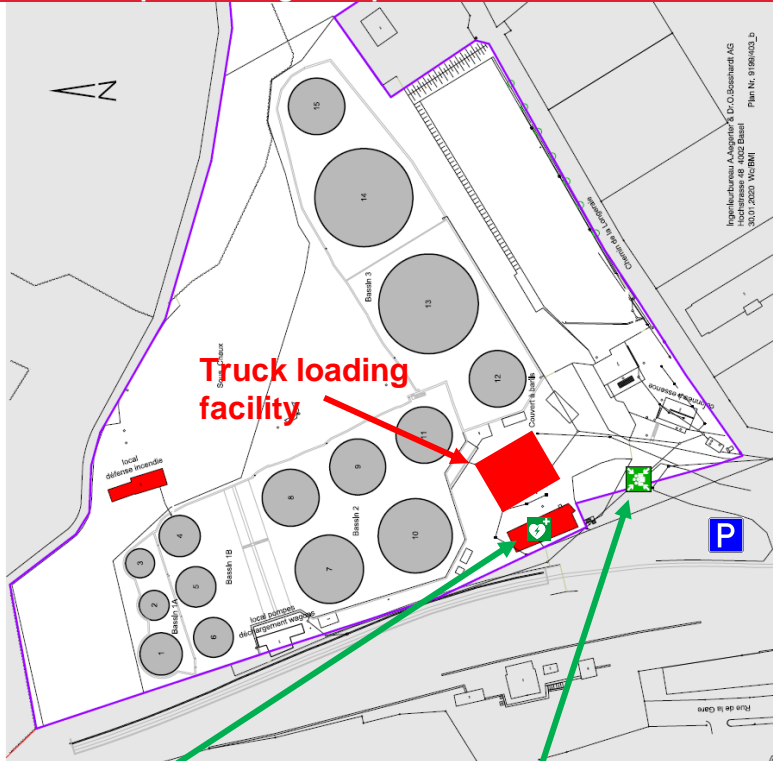
Telephone number Eclépens storage : 021 866 07 05
Fax number Eclépens storage: 021 866 07 16

Opening hours for loading at Eclépens storage

Monday – Friday: 06h00 – 16h45 (last entry)
06h00 – 16h00 (last day of the month)

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Location collection point storage Eclépens



Defibrillator

Collection point

Depot Eclépens
Standort Sammelplatz

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