

Guideline
QEHS GUIDELINES

Identification:

IR_13

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Attachments:

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Effective date:

1 May 2017

Version number:

v1

QEHS Guidelines of Budapesti Erőmű Zrt

Main guidelines following from the strategy

As the most significant energy generator in the capital, Budapesti Erőmű ZRt (BERT) aims at keeping its market positions and at achieving further development, using safe and environmentally friendly energy generation technologies.

The company fulfils its legal obligations in the QEHS area (work safety, occupational health, fire protection, catastrophe protection, environmental protection, quality) and complies with the requirements of the standards and contracts.

The company operates an integrated quality, environmental, occupational health and safety system, and following from its energy generation licenses, has its quality management system certified by an external party.

Organisational, operational and competence guidelines

For carrying out the QEHS activities, experts of the required qualifications are ensured.

The QEHS activities are performed in a matrix type structure, with the involvement of the various organisational units. However, the main responsibilities are concentrated to and held by QEHS Rapporteur and the Power Plant Managers as follows:

The **EBKM Rapporteur** is responsible for legal compliance, manages the fulfilment of the authority requirements, is the company level contact person for the authorities, and is responsible for keeping the ISO 9001 certificate.

The **Power Plant Manager** is the holder of the QEHS responsibility in the Power Plant.

Guidelines for corporate and quality management

- We define the responsibilities and tasks which have an effect on the Company's activities.
- We organise the internal regulations in a simple and well-designed structure, avoiding excessive regulation.
- For the processes, we take the external and internal factors into account, and measure and evaluate their efficiency to continuously improve our performance.
- We seek to elaborate and use indicators which facilitate the setting of measurable objectives.
- We flexibly cooperate with our customers. We strive to increase their satisfaction by making regular, scheduled and targeted satisfaction surveys, as well as by taking improvement and corrective actions.

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- We use suppliers who meet the professional requirements of our quality management system, and we regularly check and evaluate their activities.
 - We provide for the development and maintenance of the professional skills and competences of our employees.
 - We support the work of our managers and the decision preparation processes with the involvement of experts.
 - We review the fulfilment of the programmes and objectives and define new quality objectives at regular management inspections.
 - We execute the changes in the quality management system in a planned and systematic manner.

General guidelines for the QEHS activity

- At our company, the safety and health of the employees, subcontractors and visitors enjoy priority. This is followed by the protection of the environment, by property safety, and by the business interests.
- In the thinking of our employees, we support quality and environmental consciousness and the safe work approach.
- In our day to day operation, keeping the importance of prevention in mind, we regularly assess and evaluate our risks and seek to reduce them to an acceptable level or to eliminate them or to implement the possibilities with the involvement of the stakeholders.
- We investigate every extraordinary event and take the necessary measures.
- We ensure that our employees and subcontractors are trained and informed about the concerned field.
- We pay close attention to the psycho-social condition of our employees.

Guidelines for the environmental protection area

- We use the prudence principle in each area of our production activity to minimise the impact on the environment.
- We define the environmental factors occurring during our energy generation activities and continuously check and keep a record of our emissions.
- The manager of each organisation shall be responsible for operating the waste management related activities and for ensuring the resources. Regarding the management of the wastes produced on BERT's sites, their recycling shall be endeavoured.
- To reduce and to keep water consumption low, the recycling and recirculation of used waters is typical for the technology of the company's power plants.
- We keep our sites in a tidy condition, ensuring appropriate habitat for the flora and fauna.

Guidelines for the work and health protection area

- Every employee of our company is a fully entitled advocate of his/her health and safety and that of his/her fellow employees.
- We ensure the appropriate health condition of our employees by regular medical examinations for a due performance of their job tasks.
- We regularly prepare labour safety risk assessments with regard to the work and the entire work environment of our employees, with the involvement of the stakeholders.
- We seek to prevent accidents. We ensure care for the people suffering a work accident with the involvement of trained first aid providers. We investigate the occurring accidents and we define and implement corrective measures.
- We record and investigate the quasi events and accidents, and we encourage our employees to report them.
- We ensure non-health-hazardous and safe working conditions both for our employees and visitors by using collective protection and by defining and allocating individual protective gears.
- For the non-health-hazardous and safe work of our employees, we make preliminary and periodic revisions with regard to the technologies, jobs and work tools existing in the power plants.
- We check the realisation of non-health-hazardous and safe work by regular inspections.
- We organise conscious health saving and screening programmes for our employees. We decrease the amount of workplace stress, and we pay close attention to stress management.

Guidelines for catastrophe protection

- Our company ensures compliance with the fire protection requirements and the possible prevention and elimination of the hazardous situations related to its scope of activities.
- With our regulatory system and our regular site inspections, we ensure the prevention of fire events.
- Based on the relating rules and the degree of danger, we ensure the necessary fire protection tools and equipment, and we keep them in a revised and good working condition.
- With our emergency plans and exercises, we prepare for the efficient and safe management of extraordinary events.
- We always investigate the fire events and the serious accidents related to hazardous materials, and we comply with our reporting obligations towards the authorities.