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Goldwind International Document

Personal Protective Equipment Policy



RECORD OF CHANGES

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1.0	2016-11-18	First release	J Simmonds	Dongyinming	Panyantian

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1 Scope and coverage

This Personal Protective Equipment (PPE) policy is designed to prevent workplace injuries and illnesses from hazards that cannot be otherwise eliminated. This policy applies to all Goldwind International and Subsidiary workers working under Goldwind management systems.

This policy sets minimum system wide requirements; each subsidiary may develop policies and procedures which meet or exceed this policy standard.

2 Policy statement

Personal protective equipment is worn to minimize exposure to a variety of hazards. Supervisors and Managers must provide personal protective equipment (PPE) to their workers and ensure as far as reasonably practicable its use.

Policy objectives:

- Appropriate PPE list and specification is established and meet international, industry or local requirement
- Select and Provide proper PPE with high quality for all employees
- Educating employees in the appropriate inspection maintain and use of relevant PPE

Mandatory policy requirements are:

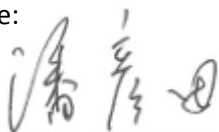
- Each Site Supervisor/Manager shall ensure that a documented risk assessment the workplace is conducted to determine if hazards are present, or are likely to be present, which necessitate the use of PPE. This assessment must evaluate both the hazards to the individuals performing the work and other person near by
- A documented risk assessment such as a completed Site Risk Register, Standard Operating Procedure, Job Hazard Analysis, or other similar document which includes a workplace hazard assessment will satisfy this requirement
- Risk assessment shall consider the selection of appropriate PPE to include purchasing considerations, environmental conditions and Safety Data Sheet (SDS)
- The PPE must be the proper fit and design for the user and not interfere with the ability of the worker to work safely. PPE used on site shall meet country specifications and shall be provided to employees at no cost
- PPE requirements for all project sites (non-office):
 - Full length pants and long sleeve shirt (or equivalent) and closed toe/heel shoe safety shoes with ankle support (no slip-on boots), eye protection (safety glasses or goggles), and built in high visibility material or separate vest
 - Clothing shall not be too loose or ragged and should be free from snag hazards such as loops and belts
 - Additional PPE shall be dependant of the task, location, environmental conditions, signage as per the risk assessment
 - For activities where there is a risk of a fall from height, including persons working near an opening, the wearing of fall protections is mandatory
 - Where there is a risk of electrical arc flash to workers then PPE shall be rated and designed in accordance with local specifications
 - A fall prevention harness shall be a full body type includes straps that may be secured about the worker in a manner that will distribute the fall arrest forces over at least the

thighs buttocks, pelvis, waste, chest and shoulders. It shall provide means for attaching to other components of a fall arrest system and meet local standard and regulations

- Consideration shall be made to the width of harness straps during selection so that the harness comfortably supports the worker after a fall until a rescue can be made, and suspends the worker in a more easily retrievable position for rescuers
 - Fall arrest equipment receiving an impact or shock load from a fall shall be immediately removed from service and tagged (refer to LOTO Guideline). The equipment shall be returned to the manufacturer for inspection and repair. It shall be repaired only by a qualified person at an authorized facility, or shall be destroyed
 - As a minimum hard hats shall be worn where there is a risk of a dropped object, climbing helmets during climbing activities and in accordance with additional site rules. Both shall be equipped with a chin strap or tightener. Bump caps are permitted whilst working in a Nacelle or Hub
 - Protective eyewear must meet local country standards and be appropriate for the work being performed. Typical prescription spectacles are not suitable eye protection and prescription safety glasses or goggles shall be provided
 - Any protective clothing or equipment that becomes contaminated with hazardous materials must be decontaminated prior to being laundered or appropriately discarded. Supervisors/Managers are responsible for providing suitable laundry services to clean contaminated hazardous clothing or equipment
- Each worker is responsible for properly wearing required PPE and preventing miss treatment. Each worker is responsible for informing their supervisor when worn or damaged PPE needs to be replaced. PPE taken out of service shall be immediately disposed of or quarantined to prevent unintended use
 - Each Supervisor/Manager will ensure that workers know how to properly wear, adjust and maintain assigned PPE. Workers will demonstrate understanding of the proper use of assigned PPE. The training must cover these elements: When PPE is necessary; What PPE is necessary; How to properly don, doff, adjust, and wear PPE; The limitations of the PPE, and; The proper care, maintenance, useful life and disposal of the PPE. Training shall be documented.
 - Each supervisor is responsible for periodically re-evaluating the selection and use of PPE in work areas under their control. The hazard assessment should be repeated when new hazards are identified or introduced into the workplace
 - Department Managers are responsible for communicating, promoting and enforcing the Policy in areas under their control
 - Failure/refusal to wear required PPE is a basis for discipline, in accordance with locally-established HR policy. A worker not equipped with required PPE shall not commence work until appropriate PPE is worn

Note: Local Regions shall develop PPE specifications relevant to each project and taking into account local laws, and requirements.

Signature:



Panyantian
Goldwind International General Manager

Effective Date: 2016-11-18