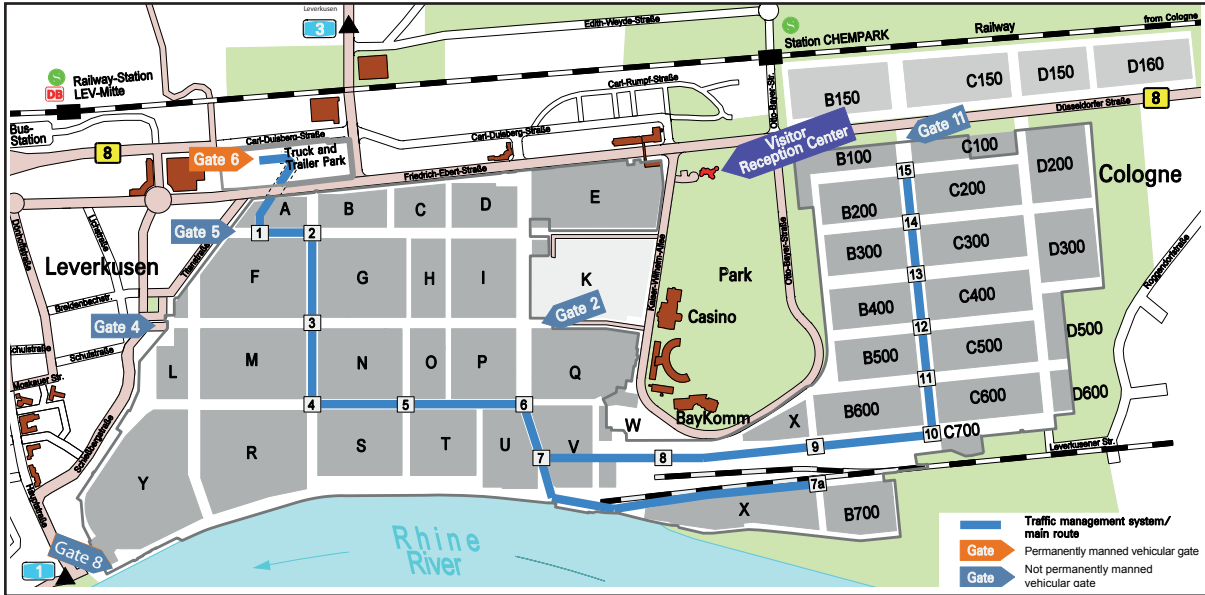


WELCOME TO THE CHEMPARK LEVERKUSEN SITE

Powered by **CURRENTA** 

Safety instructions



Please read through these safety instructions before entering the CHEMPARK site, and comply with it while you are there! Thank you!

1. TRAFFIC REGULATIONS

The German Road Traffic Regulations apply at CHEMPARK, along with specific CHEMPARK traffic rules.



• Top speed:
30 km/h

• Right before left



• Seat belts must be worn.



• Rail traffic has right of way.
• Pay particular attention to special-purpose vehicles and rail vehicles.



• While driving a vehicle, drivers must not make telephone calls or send data. The use of hands-free systems is permitted.

Traffic accidents must be reported to the Safety and Security Control Center.

Cell phone emergency number: 0175-30-99399

2. GENERAL RULES OF CONDUCT

No smoking



• Smoking is not permitted anywhere at the CHEMPARK site, including inside vehicles.
• Signs indicate any exceptions to the smoking ban.

• You must not enter or remain at the CHEMPARK site while under the influence of alcohol or narcotics.

No alcohol or narcotics



• Alcohol and narcotics are prohibited at the CHEMPARK site.
• You must not bring alcohol or narcotics onto the site or consume them.

No photographs or filming



• Use of cameras, cell phones and other devices to take pictures or videos is strictly prohibited at CHEMPARK. If it is important for you to take or receive photographs, please speak to your contact in the plant in question or to a Security Management employee.

Electrical equipment and vehicles prohibited in areas marked "EX" (areas where there is a risk of explosion)



- Potentially explosive areas (EX areas) at CHEMPARK are signposted.
- EX areas must not be entered by vehicle.



- Electrical devices such as laptops and cell phones are strictly prohibited in EX areas. Even switched off, electrical equipment must not be brought into EX areas.
- The only exception is for specially approved cell phones designed for potentially explosive areas.

No animals



- Animals must not be brought into CHEMPARK.
- Never touch animals at CHEMPARK – they are a potential injury or infection risk.

Mandatory identification



- Identification must be worn at all times at CHEMPARK.
- Visitors, CHEMPARK employees and external employees can obtain CHEMPARK ID cards from the Security Service Point (visitor reception, ID office). Outside normal working hours, ID cards can be obtained from the manned gates.

3. WHAT TO DO IN THE EVENT OF AN EMERGENCY OR AN ACCIDENT



- In the event of a medical emergency, accident, fire, environmental pollution, traffic accident or damage resulting from other risks, inform the CHEMPARK Safety & Security Control Center immediately. Stay at the site of the incident. If necessary, brief the emergency services.

Cell phone emergency number: 0175-30-99399

Please save this number on your cell phone before you start work.



- Plants where there are particular risks are also equipped with emergency telephones.

1. WHAT
has happened?

2. WHERE
did it happen?
(Block and building number, e.g. D 8)

3. HOW MANY
people are affected?

4. WHAT KINDS
of injuries are involved?

5. WAIT
for any questions the Safety and Security Control Center may have.

CELL PHONE EMERGENCY NUMBER: 0175-30-99399 **EMERGENCY TELEPHONES IN THE PLANTS**

3.1. WHAT TO DO WHEN AN INTERNAL ALARM SOUNDS

What is an internal alarm?

When an internal alarm sounds the source of danger is an **event/accident inside a building**.

What do you hear?



An internal alarm is a wailing sound:
whew – whew – whew – whew



- **Report immediately to the nearest assembly point**, where you will receive further information.

- Follow the instructions of the fire department, Security Management and plant employees.

b) You are outdoors. What should you do?

- Stay calm.
- Safely stop what you are doing and move away from the building by a safe route.
- Follow the instructions of the fire department, Security Management and plant employees.
- Only re-enter the building when the all-clear has been given by loudspeaker announcement.

a) You are inside the building. What should you do?



- Stay calm.
- Safely stop what you are doing.
- Close all the doors and windows.



- **Leave the building using the signposted evacuation routes.**



- **Use the stairs, do not use elevators.**

You can find full alarm regulations at the entrances to the building. Construction sites have their own alarm regulations.

EMERGENCY – FIRE – ACCIDENT – TRAFFIC ACCIDENT **CELL PHONE EMERGENCY NUMBER 0175-30-99399**

3.2. WHAT TO DO WHEN AN EXTERNAL ALARM SOUNDS

What is an external alarm?

When an external alarm sounds the source of danger is an **event/accident outside a building**.

What do you hear?



An external alarm is a hooter sound:
toot – toot – toot – toot

a) You are inside a building. What should you do?



- Stay calm.
- Safely stop what you are doing.
- **Close all the doors and windows.**



- **Report immediately to the nearest meeting point in the building**, where you will receive further information.
- Even if there is no meeting point, **stay in the building**.



- **Use the stairs, do not use elevators.**

- Listen to announcements made over the loudspeaker.
- Follow the instructions of the fire department, Security Management and plant employees.
- Do not leave the building until the all-clear has been given by loudspeaker announcement.

b) You are outdoors. What should you do?

- Stay calm.
- Safely stop what you are doing.



- **Go immediately into the nearest closed building** and report to the meeting point inside the building, where you will receive further information.
- Even if there is no meeting point, **stay in the building**.

- Follow the instructions of the fire department, Security Management and plant employees.
- Do not leave the building until the all-clear has been given by loudspeaker announcement.
- Pay attention to cordoned off areas.

c) You are in a car. What should you do?

- Stay calm.
- Close all doors and windows.
- Switch off the air conditioning.
- Pay attention to warning systems and road blocks.
- Drive away by a safe route.
- Pay attention to cordoned off areas.

3.3. PROCEDURE IN THE EVENT OF BLOCK ALARM

What is a block alarm?

When a block alarm sounds the source of danger is an **incident/accident in a block with heightened safety regulations**.

What do you hear?



When there is a block alarm, you will hear **announcements over the loudspeakers**.

What do you see?

Special visual signaling systems light up.

a) You are in a building or open area of the block. What should you do?

- Stay calm.
- Pay attention to the visual signals and follow the instructions in the announcements.
- Pay attention to cordoned off areas.

b) You are at the CHEMPARK site outside the block. What should you do?

- Stay calm.
- Move away from the block by a safe route.
- Pay attention to cordoned off areas.

3.4. CONDUCT AT THE SCENE OF AN INCIDENT/ DANGER AREA



- Do not cross or remove barriers.
- The closures also apply to unofficial and surreptitious routes.
- Keep a safe distance from the scene of the incident.
- Report any observations that may be important to the emergency services.
- Do not enter the scene of the incident without the express permission of the emergency services.
- Follow the instructions of the emergency services.
- Do not hinder the work of emergency services by provoking unnecessary discussions.

4. CONDUCT IN THE PLANT

(for external employees)

- You must sign in before starting work. The plant reporting offices are signposted.
- You can only start work after registration, safety instruction and work clearance.
- Sign out again when you have finished your work.
- You must not operate, alter or remove any plant equipment without permission.

THE KEY RESCUE AND INFORMATION SIGNS AT CHEMPARK

 Emergency telephone	 Do not use elevators in a fire	 No electrical equipment such as cell phones and laptops	 Pay attention to rail and special-purpose vehicles
 Fire alarm phone	 No smoking	 No animals	 Seat belts must be worn
 Assembly point (outdoors in event of internal alarm)	 No alcohol or narcotics	 Speed limit 30 km/h	 Emergency exit / evacuation route
 Meeting point (in building in event of external alarm)	 Potentially explosive area	 Authorized access only	
 Area under video surveillance	 No photographs or filming	 Rail traffic has right of way.	

Please note: Failure to comply with the CHEMPARK rules of conduct and emergency regulations can lead to disciplinary action.

FOR YOUR NOTES:

CONFIRMATION OF RECEIPT

CHEMPARK ID card number:

Company:

First name Surname:

I hereby confirm that I have received these safety instructions and have fully understood them before entering the CHEMPARK site for the first time.

Date:

Signature: