Eesti Energia principles of occupational health and safety

Category	Board decision
Scope	Applicable to all companies of the Eesti Energia AS group
Valid from	From approval
Related procedures	
Forms and information system solutions	
Owner	Eesti Energia AS risk management and internal audit services risk management department
Distribution Plan:	Eesti Energia AS business units, central services

One of the core values of Eesti Energia is "Foremost safety". The main purpose of the occupational health and safety of the group is to work without accidents at work and occupational diseases. As the target, we have set zero accidents at work, and we are gradually moving towards it.

Improving the safety culture, creating a safe work environment and ensuring it, is our priority, but in order to reach the target, our employees and contractual partners must work and behave safely. Safety depends on everyone.

Safety is an inseparable part of our work culture and everyday behaviour, in order to achieve these ambitious targets.

We have formulated the principles important for us, the fulfilment of which is obligatory for all people working for or on behalf of Eesti Energia:

1. **We are all responsible for safety, personally, as well as collectively**

We care about our safety and the safety of others. We fulfil safety requirements, regardless of what we are doing and demand it from everyone, together with whom we work.

The managers of all levels fulfil their obligation of creating a safe work environment and are aware of the safety situation in their area of responsibility.

Everybody has the right and obligation to refuse dangerous work or to be present in a dangerous environment, without fear of sanctions.

Employees who consciously or repeatedly ignore safety requirements take responsibility for it.

2. **We fulfil the legislation applicable to us, as well as the requirements of internal procedures and rules**

The fulfilment of the requirements of legislation is the prime condition.

We will compile for all jobs, guidelines for working safely, introduce them to employees and check their fulfilment.

3. **All employees have the possibility to participate in the improvement of the work environment**

We support communication based on openness and trust concerning the subject of occupational safety.

A systematic identification of work environment hazards takes place, as well as the application of required measures for their elimination, under the leadership of managers, with the inclusion of employees.

We prevent accidents at work and occupational diseases, as well as always inform about dangerous situations. Our safety communication is understandable, timely and relevant.

4. We are aware of the risks associated with our activities

We identify risks and apply measures for preventing accidents.

We do not start work until we are convinced that it will not cause injuries to anyone.

We will always take into consideration, when making decisions and changes, their impact on safety and apply measures for ensuring a safe work environment.

5. We have sufficient knowledge, skills and means for working safely

We will ensure that every employee has the required knowledge for working safely and acting correctly in an emergency.

The training of safe working practices always takes place prior to starting work.

We have suitable work means and equipment for working safely.

We learn to work more safely assisted by best practices and lessons learned.

6. We are always looking for possibilities for making the work environment safer

We thoroughly investigate all incidents and accidents, to learn from mistakes and avoid their reoccurrence.

We always determine the root causes of incidents and accidents.

We adopt technical, administrative or other measures for the reoccurrence of incidents, and ensure that they are fulfilled.

We systematically evaluate and review our results in ensuring safety, as well as deal with the liquidation of deficiencies and making the work environment safer.

We determine and take into use the best practices. We approach from the management system standard, ISO 45001, in the organisation of safe work.