



## Assala Energy Safety Rules

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<b>Revision History</b>						
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## 1 OVERVIEW

The Assala Energy Safety Rules are a set of requirements designed to minimise the possibility of accidents or injuries during operational activities, and to ensure that everyone goes home safely every day whilst working for Assala.

These rules are based on the International Association of Oil and Gas Producers (IOGP) standard life-saving rules and have been developed following analysis of almost 1500 fatal incidents reported by IOGP members over a 20-year period. Adoption, conformance, and enforcement of these simple rules may have prevented many of those events from occurring.

Assala is committed to supporting the effective implementation of these rules and expects that everyone associated with our activities gives their own commitment to adhering to these requirements in their work.

## 2 SCOPE AND APPLICATION

The Assala Safety Rules must be applied to all areas of Assala's operations and to all employees and contractors involved in our activities.

Contractors working under the Assala Energy Management System must comply with these Safety Rules. Contractors working under their own Management System should also be encouraged to implement the IOGP Life-Saving Rules.

Where conflict exists between these rules and the applicable host country regulatory requirements, the more stringent will apply.

## 3 RESPONSIBILITIES

Everyone has an individual responsibility for their own safety and the safety of people around them. The roles and responsibilities listed below cascade throughout the organisation.

### 3.1 Chief Operating Officer

- Responsible for supporting the implementation of the Assala Energy Safety Rules.
- Responsible for assessing, evaluating, and approving any variance from these rules.

### 3.2 Subsidiary General Managers

- Accountable for the execution of Assala's operations in accordance with these rules.
- Accountable for ensuring that all individuals fully understand these rules as they apply to their specific roles.
- Accountable for demonstrating compliance with these rules.
- Accountable for identifying, reporting, and addressing any circumstances of non-compliance.

### 3.3 Group HSSE Manager

- Accountable for developing and maintaining the Assala Energy Safety Rules.
- Accountable for communicating these rules to Assala operated locations.
- Responsible for reviewing and endorsing any variances to these rules as submitted by Assala operated locations.
- Responsible for maintaining appropriate levels of safety related assurance across the Group, including incident analysis and investigation when required.

### **3.4 Managers and Supervisors**

- Responsible for ensuring that all your direct reports receive an adequate induction and training on the Assala Energy Safety Rules.
- Responsible for providing adequate supervision of work activities under their control in accordance with these rules.
- Responsible for promoting awareness of work-related hazards and risks, and the appropriate application of the Safety Rules to minimise those risks.
- Responsible for reporting and appropriate investigation of any safety related incidents or suspected breaches of the Safety Rules.

### **3.5 Assala Gabon HSSE Personnel**

- Responsible for supporting ongoing training and awareness of the Assala Energy Safety Rules.
- Responsible for maintaining appropriate levels of assurance including incident analysis and support to investigations when required.

### **3.6 All Personnel**

- Responsible for understanding these rules and executing specific duties in accordance with them.
- Responsible for stopping the job in circumstances where they judge that safety is compromised. Responsible for reporting any circumstances of non-compliance.

## **4 ASSALA ENERGY FUNDAMENTAL SAFETY REQUIREMENTS**

### **4.1 Assala Expectations**

Assala expects each employee and contractor can return home at the end of the working day without having suffered or caused harm in any way to themselves, others, the environment, or surrounding communities.

- The Assala Energy Safety Rules must be included in every employee or contractor's induction process.
- All employees and contractors must be conversant with the Assala Energy Safety Rules.
- Employees and contractors must only undertake work for which they have been trained and deemed competent.
- All employees and contractors are personally accountable for the implementation of the Assala Energy Safety Rules as they apply to their specific role.
- Any variance and/or violation must be reported immediately.
- All employees and contractors must intervene and stop work in instances where they judge that the Safety Rules are inadequately enforced or managing the risks.
- All safety related incidents will be investigated as appropriate.
- Appropriate consequences will be applied to any violation of the Safety Rules; this may include termination of employment and/or contracts.

### **4.2 Fundamental Safety Requirements**

- Work will not be conducted without a task risk assessment and a safety discussion appropriate to that level of risk.
- Specific attention must be paid to ensure that local communities and the environment are adequately protected from Assala Energy's operational activities.
- Rescue, recovery, and emergency response plans with suitable and sufficient resources and/or specified equipment, developed from a review of potential emergency scenarios, must be in place before commencement of the activity.

- Personnel will be trained, competent and fit to conduct the activity.
- Personal Protection Equipment (PPE) will be worn as stipulated in the risk assessment and minimum site requirements.
- All equipment to be utilised must be fit for purpose. Equipment found to be damaged or defective must be removed from service.
- Appropriate warning signs and safety barriers should be placed around the work site prior to commencing activities.
- All work sites must be secured in a safe and tidy condition at the end of the working day.
- Everyone has an obligation to stop work that is unsafe.

## **5 DEVIATION PROCESS**

Deviations from the Assala Energy Safety Rules may only occur in exceptional circumstances. Any deviation from the Assala Safety Rules must be the subject of a formal risk assessment and justification. The justification must be reviewed and approved by the Chief Operating Officer and endorsed by the Group HSSE Manager prior to commencement of the activity.

## 6 Assala Life Saving Rules

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### Rule 1: Safety Controls



Safety Controls

Obtain authorisation before overriding or disabling safety controls

- I understand and use safety critical equipment and procedures which apply to my task.
- I obtain authorisation before:
  - disabling or overriding safety equipment
  - deviating from procedures
  - crossing a barrier

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### Rule 2: Confined Space



Confined Space

Obtain authorisation before entering a confined space

- I confirm energy sources are isolated
- I confirm the atmosphere has been tested and is monitored
- I check and use my breathing apparatus when required
- I confirm there is an attendant standing by
- I confirm a rescue plan is in place
- I obtain authorisation to enter

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### Rule 3: Driving



Driving

Follow safe driving rules

- I always wear a seatbelt
- I do not exceed the speed limit, and reduce my speed for road conditions
- I do not use phones or operate devices while driving
- I am fit, rested and fully alert while driving
- I follow journey management requirements

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### Rule 4: Energy Isolation



Energy Isolation

Verify isolation and zero energy before work begins

- I have identified all energy sources
- I confirm that hazardous energy sources have been isolated, locked, and tagged
- I have checked there is zero energy and tested for residual or stored energy

<p><b>Rule 5: Hot Work</b></p>		<p>Control flammables and ignition sources</p> <ul style="list-style-type: none"> <li>• I identify and control ignition sources</li> <li>• Before starting any hot work:             <ul style="list-style-type: none"> <li>- I confirm flammable material has been removed or isolated</li> <li>- I obtain authorisation</li> </ul> </li> <li>• Before starting hot work in a hazardous area, I confirm:             <ul style="list-style-type: none"> <li>- a gas test has been completed</li> <li>- gas will be monitored continually</li> </ul> </li> </ul>
<p><b>Rule 6: Line of Fire</b></p>		<p>Keep yourself and others out of the line of fire</p> <ul style="list-style-type: none"> <li>• I position myself to avoid:             <ul style="list-style-type: none"> <li>- moving objects</li> <li>- vehicles</li> <li>- pressure releases</li> <li>- dropped objects</li> </ul> </li> <li>• I establish and obey barriers and exclusion zones</li> <li>• I take action to secure loose objects and report potential dropped objects</li> </ul>
<p><b>Rule 7: Safe Mechanical Lifting</b></p>		<p>Plan lifting operations and control the area</p> <ul style="list-style-type: none"> <li>• I confirm that the equipment and load have been inspected and are fit for purpose</li> <li>• I only operate equipment that I am qualified to use</li> <li>• I establish and obey barriers and exclusion zones</li> <li>• I never walk under a suspended load</li> </ul>
<p><b>Rule 8: Work Authorisation</b></p>		<p>Work with a valid permit when required</p> <ul style="list-style-type: none"> <li>• I have confirmed if a permit is required</li> <li>• I am authorised to perform the work</li> <li>• I understand the permit</li> <li>• I have confirmed that hazards are controlled, and it is safe to start</li> <li>• I stop and reassess if conditions change</li> </ul>
<p><b>Rule 9: Work at Height</b></p>		<p>Protect yourself against a fall when working at height</p> <ul style="list-style-type: none"> <li>• I inspect my fall protection equipment before use</li> <li>• I secure tools and work materials to prevent dropped objects</li> <li>• I tie off 100% to approved anchor points while outside a protected area</li> </ul>