



HSE AND SECURITY CLAUSE FOR SUPPLIERS AND CONTRACTORS

1. Introduction

DP World, a leading enabler of global trade and an integral part of the supply chain, is committed to zero harm to people and the environment.

As DP World Maputo we pursue this commitment by:

- A) Providing a work environment that promotes good health and safety for our employees, contractors and other terminal users;
- B) Protecting the environment by properly managing and reducing waste with particular emphasis on elimination of plastic and carbon reduction.
- C) Promoting security so that our employees, contractors, and other stakeholders may feel secure whilst in the Terminal and that their belongings and or cargo are also secure.

Our HSE and Security Policies have been established on the basis that concern for the health and safety and wellbeing of our staff and contractors and the guardianship of the environment are essential to the success and future growth of our organization.

2. Contractor's Personnel

All personnel of the contractors shall have received DP World Maputo induction training and issued with Contractor Passes (where applicable) before commencing work at DP World Maputo and completed all necessary Risk Assessments and or Job Safety Analysis and been issued and signed all relevant Permits To Work (PTW). Relevant Permits must be completed prior to all activities requiring PTW.



All Personnel of the Contractor shall mandatorily display the ID cards provided whilst in the premises of DP World Maputo and they shall be permitted entry into the premises only on production and display of the ID Cards.

Access requirements shall include security controls, restricted access areas, gate searches, alcohol, and smoking policies.

The Contractor shall also ensure that the Personnel being deployed are:

- a. Above 21 years of age;
- b. Have no criminal record;
- c. Should not have "known" contagious diseases;
- d. Should be medically fit to carry out the required job;
- e. No color-blindness;
- f. Have domain experience;
- g. Should be able to read and understand Portuguese, English, or local languages.

The Contractor shall ensure to return the ID Cards of those Personnel / subcontracted Personnel, who ceases to be in the employment of the Contractor and shall duly intimate DP World Maputo on any such changes.

3. Supervision and safety

The Contractor shall always exercise all necessary precautions for the safety of all Personnel, equipment, and property of DP World Maputo and ensure that all tools and equipment are in good condition before each use.

The Contractor ensure that, the deployed manpower shall wear necessary Personal Protective Equipment (PPEs) like safety helmet,



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safety shoes, high-viz safety jacket, welder goggles, welding shield, chipper/ grinder's goggles, welder's gloves, dust mask etc., while working in the DP World Maputo premises.

At DP World, all staff and contractors are empowered and encouraged to report all incidents and near-misses to their supervisor and to our HSSE personnel and to STOP unsafe work, where someone can be injured.

The Contractor shall designate a person-in-charge for the safety of their personnel (safety Rep) engaged for undertaking the job and provide him with a suitable mode of communication. He shall report to DP World Maputo HSSE department before commencement of the job and thereafter on daily basis at end of shift by WhatsApp or e-mail message.

The designated person-in-charge shall give TBT (Toolbox Talk) to his staff at the beginning of each shift, detailing the activities to be carried out and their associated risks and how these will be mitigated with all participants' signatures. He / she will report all incidents, Near-Misses, injuries, ill-health, Environmental Incidents and Asset Damages and any other HSE concerns to the DP World Maputo designated Representative who will oversee the contractor performance on day-to day-basis.

Deployment and use of LMV, if required, shall be duly authorized by DP World Maputo HSSE Department, and shall strictly follow DP World's LMV requirements including all necessary documents like valid insurance policy, a proper driving license.

The Contractor vehicle shall have reverse alarm, beacon light, retractable three-point seat belt and fire extinguisher, among other requirements.

Orderliness and clean-up – The work sites shall be kept free of waste as the work progresses and, on completion, left clean. The Contractor's tools, equipment and materials furnished for or associated with the



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work shall be placed and maintained as to permit unobstructed access to the work and to minimize exposure to personal injury or fire loss.

The Contractor shall ensure that under no circumstances will the deployed manpower work more than 12 hours in a day. If any person(s) is found working more than 12 hours in a day, the Contractor may face contractual penalties as may be appropriate.

The Contractor shall provide one weekly day off to their deployed manpower/staff.

The Contractor shall ensure that the supervisor appointed by them:

- a. Should have domain experience;
- b. Should have power of command and leadership qualities;
- c. Should be physically and mentally fit for work;
- d. Shall ensure that all his workers attend the daily tool box meetings;
- e. Shall ensure that all workers are present in all the shifts and will be responsible for arranging alternate manpower in case of absenteeism;
- f. Shall be responsible to monitor his workers continuously during entire shift that they are not fatigued or under the influence of alcohol, if found then he should initiate immediate disciplinary action against his workers who are not complying with DP World safety standards;
 - a. Shall always look for and identify unsafe working conditions & unsafe work practices and should communicate to HSSE team record the same;
 - b. Shall immediately report all HSE and Security non-conformances & incidents to HSSE.



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3. Single Use Plastic (zero plastic packing)

Single-Use Plastic also known as disposable plastics are goods that are made primarily from fossil fuel-based chemicals (petrochemicals) and include items intended to be used only once before they are thrown away or recycled and are meant to be disposed of right after use often, in mere minutes. Single-use plastics are most used for packaging and service ware, such as bottles, wrappers, straws, coffee cups, takeaway plates + related cutlery and carrier bags.

The suppliers or their partners / subcontractors shall ensure:

- a. No product shall be packed with plastic;
- b. No plastic bags in the terminal;
- c. No food in disposable plates / containers, including the related cutlery.
- d. No single use water bottles;
- e. No straws,
- f. Supplier must be able to package if necessary, using eco-friendly packages.

4. Bribery & Corruption

A bribe is anything given to someone to cause someone to break a law or improperly perform a duty in the future, or to reward them for having broken a law or improperly performing a duty in the past. It does not matter if that bribe is given or received directly or indirectly. It does not matter if the bribe is money, an object, a service, influence, or an intangible advantage. It does not matter if the bribe is disguised, hidden or given a special name.

4.1 How to report bribery concerns

Staff or business partners who suspect, know, or are concerned that bribery is taking place or if an employee of DPW approaches a business partner or contractor or supplier for a bribe, please call 843137052 or 844000379.



DP World shall immediately suspend any supply or services agreement where business partners make improper offer which may be considered a bribe or part of corruption.

Contractor Agreement signature:

_____ Date _____

DP World Maputo HSSE Representative: _____

Date _____