



WORK INSTRUCTION

HEALTH, SAFETY & ENVIRONMENTAL POLICY – S00.I101

1. INDEX

1. INDEX..... 1

2. LIST OF REVISIONS3

3. HEALTH, SAFETY & ENVIRONMENTAL POLICY..... 4



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The responsibilities and authorities described in this document may not be delegated unless specifically stated herein.

Edition: 5

A00.M001.2

Date: 2014.09.15

Issued by: J. Filipe Abreu

Approved by: Vitor Neves

Pág.2/5

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2. LIST OF REVISIONS

Edition	Review Description	Issue Date	Effective Date
1	New Edition	06/03/2007	06/03/2007
2	Font changed to Tahoma to comply with Company Standard.	11/12/2007	11/12/2007
3	Amended to include statements on major accident hazard prevention.	11/11/2008	11/11/2008
4	Amended to change to new Colep image and also issue and approval names.	12/08/2011	12/09/2011
5	Reviewed by the Colep Executive Board.	15/09/2014	15/09/2014

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Pág.3/5

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HEALTH, SAFETY & ENVIRONMENTAL POLICY – S00.I101

3. HEALTH, SAFETY & ENVIRONMENTAL POLICY

Colep is fully committed to protecting the Health & Safety of its employees and to conducting its operations in an environmentally responsible manner, and implementing measures to prevent major accidents. We continually strive to improve our health, safety & environment performance by assessing our current situation and undertaking improvements. We treat our employees with respect and provide them with the resources to undertake their responsibilities in a safe environment.

Our goals are simply stated – no accidents, no harm to people, and no damage to the environment.

Colep is committed to:

1. Integrate Health Safety & Environmental considerations into business planning, facilities design, operating practices and training programs.
2. Adopt programs and practices which comply with or exceed applicable government Health Safety & Environmental legislation and industry codes or standards.
3. Provide a safe working environment with safe access and egress and safe systems of work. Maintain plant and equipment without risks to health & safety for all our employees, contractors, members of the public and visitors.
4. Set and monitor health safety and environmental goals & objectives, using continuous improvement principles to improve Health Safety & Environmental performance
5. Consult with and provide appropriate Health Safety & Environmental information to our employees. Invest the necessary time and resource to provide Health Safety & Environmental instruction supervision & training for our employees
6. Ensure all existing and new activities are subject to risk assessment identifying, controlling or eliminating risk wherever reasonably practicable. Implement a protective measure that mitigates any potential impact to people and the environment from major accident hazard scenarios. Protect the local community from harm or nuisance resulting from our activities, products and services.
7. Manage environmental aspects by adopting policies, methodologies and technology to rationalize the use of resources to prevent pollution, prevent contamination and manage waste which mitigates environmental impact.
8. Audit all operations, activities, chosen suppliers & vendors to assess compliance with Health Safety & Environmental legislation, codes of practice, standards & procedures.

All employees are expected to accept their responsibilities to work safely follow company health safety and environmental rules and procedures and report any unsafe conditions.

This commitment will be reviewed periodically by the Colep Executive Board.

Vitor Neves

Chief Executive Officer

João Filipe Abreu

Chief Financial Officer

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Pág.4/5

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Vitor Neves

A handwritten signature in blue ink, appearing to read "Vitor Neves".

Chief Executive Officer

João Filipe Abreu

A handwritten signature in blue ink, appearing to read "João Filipe Abreu".

Chief Financial Officer

Dated 15 September, 2014