

# Global Policy: Health & Safety

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## **Limitations and Disclaimers**

This policy is the Company's general guideline and management reserves the right to apply different terms, as determined in management's sole discretion. This policy can be changed at any time, with or without notice by the employer. Nothing in this policy shall apply to the extent it would be inconsistent with any applicable law



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# Global Policy: Health & Safety

As described in our Health and Safety Mission statement, Barry Callebaut considers the Health and Safety (H&S) of its employees, contractors, visitors and customers as the most important aspect of its operations. Barry Callebaut is therefore committed to execute all operations in a safe and healthy work environment.

This policy describes the company's expectations for a safe and healthy work environment and defines the minimum of practices, measures and controls to be taken by all our entities worldwide. Implementation of this policy is mandatory. Action plans must be put in place to close the identified gaps. Priorities, required resources and timing must be agreed between local and regional management.

## **1 Purpose of this policy**

With this policy, we want to comply with national and international laws, the occupational Health & Safety standards as defined in ISO 45001, all internal requirements and agreed additional specific customer requirements. The policy implementation is a process and needs to be tailored to the nature and scale of the specific H&S risks of each entity.

## **2 H&S Leadership and Organization**

To ensure proper implementation of this policy, our global, regional and local managers take ownership and accountability for the health and safety within their area. They set ambitious but realistic H&S targets, conduct periodic review of the performance and set-out actions to improve performance.

Every plant, warehouse and office must have a H&S responsible assigned. This responsible understands the risks related to the broader site and its specific area, is familiar with the behaviors required to mitigate these risks, and will ensure that the standards are applied and respected by all workers. They coordinate and support the implementation of H&S corrective action plans.

Managers and supervisors are responsible for the communication and regular training of every worker to ensure they are familiar with our H&S standards, site risks and identified work related risks.

Regular training includes training at job introduction (for new recruits), at job changes or switches, and complemented with regular refresh training sessions. Every worker includes own employees, contractors, temporary workers and other people working on the location, independent their contract.

Our employees are empowered to report any potential H&S risk, challenge any unsafe condition or situation and to address any unsafe act or behavior (raise your voice principle). They contribute actively to the safety of our entire business area.

As part of the continuous improvement system for H&S, site management will conduct daily safety walks and/or talks (GEMBA) and monthly H&S inspections.

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### **3 H&S Management system**

Barry Callebaut commits to implement and maintain a management system that provides the best guarantees to operate systematically in a healthy and safe manner, with management taking full control of our safety performance.

Our H&S management system is based upon:

- Installation and execution of process controls based upon identified critical H&S hazards in our operations, sufficient to ensure H&S conditions and objectives are measured on a systematic basis, covering all H&S legal requirements and relevant standards as defined in this policy.
- All accidents and serious potential incidents are subject to a root cause analysis and proper corrective actions are implemented, to avoid re-occurrence improve site H&S performance.
- Execution of this management system evidenced via documentation of outcomes, decisions taken and follow-up on implementation of corrective actions.
- Sites reviewing their H&S performance indicators and develop a pro-active culture to improve their performance to the group expected target level. They report their H&S performance according to our group standards on a monthly basis and demonstrate improvements over time.

### **4 A Pro-active H&S culture**

In addition to the elements of our management system, sites also track and report on near misses and conducts regular risk assessment to identify risks in an early stage. Using our continuous improvement methodology, sites investigate the possibilities to pro-active mitigation of identified risks and causes of hazards and this as far as is reasonably practicable (ALARA principle).

Employee training will also focus on the development of an open and constructive attitude and participation culture. They must take care for their own safety and the safety of anyone else in the vicinity.

We expect everyone to address our three core behaviors on H&S: Stick to the rules, raise your voice and recognize success/good behavior.

### **5 H&S standards**

Given the inherent risk of our cocoa and chocolate processes, Barry Callebaut considers below standards as critical to our H&S objectives.

We distinguish between our core standards, also applicable in all our offices and our critical standards, mainly applicable in our plants and warehouses.

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### **5.1 Core Standards**

Include all elements of our management system and continuous improvement practices; 1 H&S leadership, 2 H&S training, 3 Incident investigation and root cause analysis, 4 Equipment integrity and 5 hazard inspections.

### **5.2 Critical Standards**

- We provide all workers and employees a safe and hygienic work environment, with access to sufficient and clean toilet facilities, unrestricted access to potable drinking water, clean and sanitary eating area.
- All area to have sufficient exit aisles and stairwells and surfaces are free of slipping and tripping hazards. The number of exit doors and emergency lighting meet local legislation and international standards.
- We prepare our entire organization for any likely emergency including for at least fire, explosion, earthquake and flooding. In case of an emergency, safety of all workers is ensured by adequate training. Evacuation drills on likely emergency scenarios are organized at least every six months.
- We maintain safe working conditions when working with or being in the neighborhood of operating machines (including machine guarding), moving vehicles or objects, electrical equipment and installations, hazardous materials or any other risk.
- We train our workers to understand the hazards and precautions associated with their own work environment and the surrounding activity. Safe work procedures are in place, covering; Permit To Work for high risks activities not covered by SOP, lifting and manual handling of weights, working at height, the use of ear protection (PPE) against noise, the use of sharp tools (incl PPE), and the ergonomics to respect at all different workstations.
- All employees will be protected from injuries caused by unexpected energizing or start-up of machines or equipment during service, repair, maintenance, and any similar situation (Lock-Out Tag-Out).
- All confined spaces will be clearly marked upon identification, clear procedures needs to be in place to access the space and access to be restricted to authorized and trained people only.
- We transport, store, use and dispose-of hazardous materials in a safe and environmental sound manner. Workers will be provided with appropriate training and be provided with proper personal protective equipment (PPE).
- Working with or in the neighborhood of hazardous materials needs to be avoided for young workers, pregnant women, nursing mothers or other at-risk workers.
- We provide access to health care and first/medical aid and take commitment to protect the health of our employees. The medical status or pre-existing conditions cannot be single criteria in hiring or employment decisions (=discrimination).

## Global Policy: Health & Safety

As CEO and COO, we are committed to this Global Health and Safety policy, which is co-owned by all our Barry Callebaut managers within their own area of responsibility.

This global Health and Safety policy, its standards and directions need to be embedded in our regional and local Health & Safety procedures.

This policy will internally be published in a way that all employees have access to it and that it is available for any interested party. It is subject for periodic review at least every 3 years, to ensure it remains relevant and appropriate to the organization.



**Antoine de Saint-Affrique**  
Chief Executive Officer



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Chief Operations Officer