



ŠKODA

**Requirements on suppliers operating in ŠKODA AUTO
production sites related to the protection of the
environment and working environment and occupational
health and safety**

PSU – Ecology and Occupational Safety

01.08.2017



I.

Adherence to regulations

Every supplier operating in ŠKODA AUTO a.s. plant is obligated to follow all generally binding legal regulations valid in the Czech Republic and applicable to the area of protection of the environment and working environment, as well as all related internal standards and regulations of ŠKODA AUTO a.s. (e.g. organization standards, internal technical standards, operational documentation, etc.) that they have been familiarized with prior to the start or during their operation in ŠKODA AUTO a.s.

II.

Enabling examination

The supplier shall enable the respective ŠKODA AUTO a.s. company departments to examine their adherence to the generally binding regulations and ŠKODA AUTO a.s. internal standards in the area of protection of the environment and working environment, occupational health and safety.

III.

Liability for loss

Every supplier operating in ŠKODA AUTO a.s. plants accepts liability for any loss resulting from the breach of regulations of the protection of the environment and working environment as well as occupational health and safety and incurred by their activities in the ŠKODA AUTO a.s. plants to ŠKODA AUTO a.s. and third parties, and shall cover the costs of their removal including all fees and penalties.

IV.

Emergency situations

Each emergency situation that may pose a threat or cause damage to the environment or working environment, life and health of persons as well as any danger of or occurrence of fire, must be immediately reported by the supplier to the ŠKODA AUTO a.s. Fire brigade (SFB) on +420 326 8 13000. Any damage to the health of persons must be reported by the supplier to ŠKODA AUTO a.s. at the SO dispatching - Plant security (+420 326 8 12316 or +420 326 8 12949). Afterwards, the supplier must follow the instructions from HZS and ŠKODA AUTO a.s. departments involved and in adherence to the applicable ŠKODA AUTO a.s. regulation.

V.

Discussing the activity

Prior to the start of the activity itself and any changes thereto, each supplier is obligated to discuss the reason for their activity in the plant with ŠKODA AUTO a.s., PSU department - Ecology and Occupational Safety. Contact details for discussing the individual issues with responsible employees are as follows:

Phone.: + 420 326 8 + line extension

	line extension	Mobile:
- waste management		731 297 966
- water protection		732 294 953
- air protection		732 294 954
- protection of nature, EIA, IPPC	35027	
- ecological loads	13263	731 296 548
- occupational safety and health protection	12866	605 293 564
- occupational hygiene and working environment	13819	732 294 956



The supplier shall submit the following documents prior to or upon the discussion:

1. Waste management

- a summary of all waste arising as a result of the supplier's activities in ŠKODA AUTO a.s. plants and on their handling, including:
 - the code and name of the type of waste, category, number (annual for long-time operation at ŠKODA AUTO a.s.), code of type of handling the waste, data about the partner subject and the facility the waste is forwarded to,
 - description of the manner of handling waste – locations and manners of sorting, collecting and manipulation of the waste, type and labelling of containers and manipulation tools, names of the responsible persons and their contact information,
- copies of contracts with the entitled entities to whom the waste shall be transferred for further use or disposal.

2. Water protection

- description of all facilities and activities involving water consumption or potentially affecting surface and underground water. In particular, the following:
 - the amount and type of water used by the facilities or activities,
 - the amount, type and level of pollution of waste water produced, technologies used and their cleaning, manner of monitoring the volume and quality of waste water at the outlet from the supplier's work station,
 - list of types and amounts of harmful substances contained by the facilities, used for the activities or stored including the description of how they are to be handled.
- documents on handling waters or harmful substances:
 - contract (agreement) on water supply and waste water outlet concluded with ŠKODA AUTO a.s. (dept. PPB, see art.VI of the contract of lease and Supplement 2 – Water consumption
 - contract (agreement) on final waste-water treatment with ŠKO-ENERGO, s.r.o., provided that the waste water is going to be treated in this company's facilities,
 - valid permission from the water-administration authority for handling waste in keeping with Act. No 254/2001 Coll., the water act, in the current wording, and Act No. 274/2001 Coll., on water pipage and sewages, in the current wording, if required by these laws.
 - operational regulations approved by the water-administration authority, provided that the facility is intended for waste water treatment or produces waste water,
 - emergency plan approved by the water-administration authority for instances of handling harmful substances in a scope as defined by ordinance no. 450/2005 Coll., on the prerequisites of handling harmful substances and requisites of the emergency plan, manner and scope of reporting emergencies, their mitigating and removal of harmful consequences thereof, as amended.

3. Air protection

- an overview of air pollution sources operated by the supplier in ŠKODA AUTO a.s. plants including the name of the source, classification of the source, polluting substances emitted and their annual volume, emission monitoring, description of emission limiting technologies,
- permission from an air protection authority for the operating (in the case of an intention of placement and construction) of an air pollution source,
- operating rules of the air pollution source approved by air administration facility, if required by legal regulations,
- permission from the ME of greenhouse gas emissions, if the supplier's facility is governed by the provisions of Act no. 383/2012 Coll. on the conditions of trade with greenhouse emission credits in the current wording,
- list of cooling and air-conditioning facilities with regulated coolers and fluoride



greenhouse gases operated in ŠKODA AUTO plants including the type of the facility and its location, type of cooler and its volume, contact information of the organization servicing the facility,

- the following must be submitted if the supplier intends to apply substances containing volatile organic substances (VOC) on interior or exterior surfaces:
 - description of activities including the place of the activity, the surface being treated, consumption and manner of applying painting substances, contents of organic solvents in the painting substances, measures preventing emissions of solid polluting substances,
 - the result of discussing the activity with the user of the surface at ŠKODA AUTO a.s.

4. Protection of nature, EIA, IPPC

- a proposal of the suppliers intervention into unpaved surfaces and greenery in ŠKODA AUTO a.s. areas. This must be proven by an approval from the user of ŠKODA AUTO a.s. surfaces and in the case of cutting down trees, also by an approval from the applicable local authority,
- declaration of their intention within the ŠKODA AUTO a.s. plant and the subject proceedings in accordance with Act 100/2001 Coll. on assessing impact on the environment, in the current wording, before submitting the declaration to the applicable authority.
- request for issuing an integrated permission or its change for the supplier's facility at ŠKODA AUTO a.s. which is subject to Act 76/2002 Coll. on integrated prevention, in the current wording, before filing the request with the regional authority.

5. Ecological load

- localization of the supplier's work stations including the intended interventions into buildings and surfaces, in order to be able to verify whether the use of the buildings and surfaces is not connected with the obligation to remove old ecological load or other type of ecological problem (e.g. residual pollution in retaining wells and pipage).

6. Occupational hygiene and working environment

- an overview of machines, facilities and activities to be used by the supplier for their activity at ŠKODA AUTO a.s. that may affect the quality of the working environment (by noise, ultrasound, vibrations, ionization radiation, radiant heating, pollutant emissions, etc.) including their technical parameters and measures aimed at reducing their negative impacts
- an overview of all chemical substances and mixtures to be used by the supplier for their activities at ŠKODA AUTO a.s. They are required to comply with and submit the following:
 - detergents and disinfectant agents must meet the provisions of the applicable European legislature,
 - for dangerous chemical substances and mixtures the currently valid safety sheets in accordance with the valid legislature must be submitted. Each safety sheet must contain information on the contents of volatile organic substances (VOC). If the legislature applicable to the substance/mixture in question does not require a safety sheet, the information on the contents of VOC is to be contained in other documentation (e.g. technical sheet or similar).
 - valid licence entitling them to use dangerous chemical substances and mixtures classified in accordance with Act 350/2011 Coll. on chemical substances and chemical mixtures, in the current wording.

ŠKODA AUTO a.s. reserves the right to evaluate all the chemical substances and mixtures to be used by the supplier upon their activities in ŠKODA AUTO a.s. areas. In justified cases ŠKODA AUTO a.s. (the PSU – Ecology and Occupational Safety department) shall decide on their use in specific operation shops.

If the supplier shall operate in ŠKODA AUTO a.s. plants in Kvasiny or Vrchlabí, ŠKODA AUTO a.s. (PSU – Ecology and Occupational Safety department) may require that their activities be discussed with the respective specialists in these plants, e.g. water management, ecologists and safety technology specialists, etc.



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With respect to the fact that the influences of the supplier on the environment and working environment, occupational safety and hygiene are added up to the influences of ŠKODA AUTO a.s. and other suppliers, ŠKODA AUTO a.s. reserves the right to decide on enabling this activity and defining limiting conditions thereof prior to the supplier's commencement of the activity.

VI.

Occupational health and safety (OHS)

The requirements on OHS are defined in the document „Binding conditions and regulations of occupation health and safety for business partners supplying servicing in ŠKODA AUTO production plants” included in the documents for business partners located on the vwgroupsupply.com. Internet website.

VII.

Breach of contract

The failure to discuss the subject of a supplier's operation in ŠKODA AUTO a.s. plants or a breach of generally binding legal regulations or internal ŠKODA AUTO a.s. regulations in the area of protection of the environment and working environment, occupational safety and hygiene, is to be considered a gross breach to the contract based on which ŠKODA AUTO a.s. may cancel the contract.

In Mladá Boleslav on 01.08.2017

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