

General terms & conditions of OHS, RU and OP for the external work suppliers in ŽĎAS, a.s., valid from June 1st, 2011.

1. Responsibilities of supplier company
 - Before the work starts, the supplier company has to notify the client (ŽĎAS, a.s.) of the name of the working group manager in writing.
2. Responsibilities of employees of supplier company
 - The employees of the supplier must not start the work before:
 - a.) the completion of OSH, RU and OP training
 - b.) the signing of a written contract between the working group manager and the supplier's responsible employee or the coordinator of providing the conditions of OSH, RU and OP, for example in the protocol on delivering and receiving the workplace (building).
3. Other responsibilities of supplier company employees
 - a.) During the work they are obliged to observe all the regulations pursuant to the basic provisions of Act No. 262/2006 Coll. – Labor Act and Act No. 309/2006 Coll. on more detailed minimum requirements for OSH on a construction site, mounting workplace. During the work they are obliged to observe all the regulations pursuant to of the basic maintenance work and all the basic law regulations related to protection of the environment in ŽĎAS, a.s.
 - b.) The working group manager is obliged to stop the work immediately if the operator's work equipment or some other client activity endangers the safety of the supplier employees and causes pollution or damage of the environment. The manager is obliged to notify the client about the stopping of the work and the reasons why it has happened. This responsibility applies also when the activity of the working group endangers the client's employees. In cooperation with the client, the manager will arrange the next procedure.
 - c.) The supplier's working group manager is responsible for all his employees meeting the qualification responsibilities performing safe and healthy work (welders, employees working at height)
 - d.) In the event there is a replacement or additional hiring of employees from the supplier's company during the mounting or construction works, the supplier's working group manager is obliged to perform the OHS instruction and to note it down to the mounting or building diary.
 - e.) The supplier's employees are obliged to store material and machinery only in reserved places determined by the clients.
 - f.) They are obliged to observe the environmental principles and to maintain the order and cleanliness at the workplace in the reserved areas and social facilities. Construction site or the separate workplace areas are secured pursuant to the GO No. 591/2006 Coll.
 - g.) To arrange the locations for the connection of electrical appliances in advance with the coordinator of the client.
 - h.) If the client's employees perform work near electrical equipment and high voltage cables, they can start work only after receiving the "B" command which is issued by the operator responsible for certain electrical equipment.
 - i.) The supplier's employees are obliged to only stay at the workplaces which they were assigned to work at. In terms of arriving and leaving the workplace, they are obliged to only use the ways determined by the client's responsible employee.
 - j.) The supplier's employees are prohibited to interfere with the client's equipment or the production process.
 - k.) All supplier employees are obliged to observe the prohibition of drinking alcohol and using drugs and psychotropic substances in ŽĎAS, a.s. areas.