

1. General

- 1.1. The provisions and guidelines set out in this Safety at Work Information are an integral and legally binding part of our contractual relationship.
- 1.2. This document shall be returned to us duly signed on behalf of the company together with the signed order confirmation.
- 1.3. As a contractor you are under the special obligation to support and initiate all and any measures that are conducive to safety and health at the workplace to avoid any personal injury, damage to property, fire and other hazards.
- 1.4. You must comply with the general guidelines and notices in this Information Sheet as also with any special operating instructions, inspection requirements, regulatory provisions and safety instructions as applicable, as well as the relevant industrial safety regulations and the customer's instructions.
- 1.5. The managers (supervisors) appointed by you for the performance of the work at our company are responsible for the thorough instruction of your employees.
- 1.6. The customer may ban any person violating these rules from the workplace or construction site with immediate effect, and in the event of violations of safety and/or environmental instructions, the work can be stopped forthwith.
- 1.7. Before starting your work please contact our employee who is in charge of mutual coordination of work, orientation and instruction.
- 1.8. Work must only be started after appropriate and verifiable instruction has been provided on site.
- 1.9. The instruction and orientation provided by our contact persons does not relieve your supervisors from their own leadership duties and responsibility vis-à-vis your employees.

2. Regulatory provisions

2.1 Company ID

Visitor badge

When you enter the company premises, our site security officer will give you a visitor badge. The visitor badge must be worn visibly during your stay at our plant and must be returned at the gate when you leave the premises.

External contractors are not permitted to bring subcontractors as visitors to the premises. In exceptional cases, the site security manager must issue a permit. External contractors are not permitted to sign visitor's permits.

Contractor identity card

If your stay at the site is a regular requirement (e.g. on more than 10 days), you will receive a contractor ID card with a photograph that entitles you to access the company premises of Infineon Technologies Austria AG at specified times. The personal ID card must be registered at the card readers when entering and leaving the premises at all events (random checks of the ID cards). The ID must be worn openly and visibly when on the premises.

Passing on company ID

It is prohibited to pass on company ID.

Loss of ID

If you lose the visitor or contractor badge, please contact our site security officer at reception or the main gate immediately.

- 2.2** Members of external contractors are obligated to ensure cleanliness and order both at their workplaces and whenever using social rooms (break rooms, dining hall, toilets, etc.). Social rooms must only be entered in clean clothing without exception.
- 2.3** Persons and objects, in particular vehicles, are subject to our usual entry and exit checks.
- 2.4** It is forbidden to film and take photographs on the company premises. A special permit can only be granted by our plant security service and/or the communications department.
- 2.5** The road traffic regulations apply on the premises and its parking lots. Driving on to the company premises is only permitted for the purpose of loading and unloading. Do not park in front of fire protection and control systems, entrances or (escape) doors. Unloaded vehicles must be parked in the parking area provided outside the company premises. Instructions of the plant security staff must be followed.
- 2.6** Place and store objects in such a way that they do not cause any danger to persons or lead to operational restrictions; escape routes and fire rescue paths shall be kept clear by all means.
- 2.7** Any damage to our facilities or failure of them must be reported to the customer without delay.
- 2.8** The workplace and/or construction site shall be kept clean at all times and must be cleared upon completion of the work; the necessary environmental, waste and safety aspects must be fulfilled; chemicals may only be handled by authorized persons.
- 2.9** For reasons of personal and general safety, it is prohibited to drink alcoholic beverages during working hours or to enter our premises in a state impaired by alcohol, medication or narcotics.
- 2.10** A general smoking ban applies at the premises, with the exception of designated smoking zones.
- 2.11** The storage of building materials etc. is subject to prior consent of the customer, which is also required if external companies wish to erect makeshift structures, or install construction site wagons or containers.
- 2.12** Entering any other areas of the plant apart from those where work is to be carried out within the scope of the work order is prohibited.

3. Safety regulations

- 3.1 Compliance with all and any statutory requirements and relevant industrial safety regulations, ordinances and bindingly declared standards and rules of technology as amended is mandatory (e.g. Austrian Industrial Safety Act (*ArbeitnehmerInnen-schutzgesetz, ASchG*), Workplace Ordinance (*Arbeitsstättenverordnung, AStV*), Work Equipment Regulation (*Arbeitsmittelverordnung, AM-VO*), Machine Safety Regulation (*Maschinensicherheitsverordnung, MSV*), Law on Construction Site Coordination (*Bauarbeitenkoordinationsgesetz, BauKG*), regulations of the Austrian Electrical Engineering Federation, etc).
- 3.2 Work may only be started after a safety briefing and the issue of documented approval.
- 3.3 The contractor shall provide the necessary protective equipment, keep it in proper condition and use such equipment consistently, e.g. PPE protecting against falls, safety goggles, etc.
- 3.4 As a rule, operational safety devices must not be deactivated. In individual cases, the prior written approval of the person in charge of the department will be required. The resulting danger points must be secured by other protective measures.
- 3.5 Safety and information signs must be observed and must not be removed.
- 3.6 Electrical energy must only be taken from the supply points specifically assigned to the external contractor (e.g. socket for trades tools use).
- 3.7 The performance of work on or in systems or system components that are not part of your commission requires the prior consent of a person in charge who is familiar with the system. This applies in particular to electrical installations.
- 3.8 When working with open fire (e.g. welding, soldering, grinding and cutting, heating and tar work), a fire extinguisher must be available at the workplace. A written approval must be obtained from the company firefighters before starting such work. If a fire alarm is triggered due to non-compliance with this rule (failure to obtain approval), a lump sum of EUR 500 can be charged for the unnecessary deployment of the firefighters.
- 3.9 Hazardous working material (including cleaning agents) must be labeled in accordance with statutory requirements. Such material must be reported to the Environmental Protection and Occupational Safety Department and may only be used with their consent. The contractor must dispose of hazardous and non-hazardous waste (e.g. residual quantities/empty packaging) outside the company premises in compliance with statutory provisions.
- 3.10 Before starting any earthworks, the site conditions must be discussed with our contact person in charge as such work might cause damage to underground supply and disposal pipes or similar installations. Unforeseen obstacles during the execution of the work must be reported immediately. Pits, shafts, floor openings and the like must always be secured in such a way that nobody can be hurt. The danger zone must be covered, enclosed or otherwise secured.
- 3.11 The tools and equipment you use, in particular ladders, scaffolds, working platforms, electrical appliances, etc., must comply with the legal requirements and be used properly.
- 3.12 Cranes, industrial trucks and similar equipment may only be operated by specially trained personnel.
- 3.13 For work in a clean room, the special safety and clean room regulations applicable to the clean room must be observed.
- 3.14 In addition to the customer, our prevention team (safety specialists, occupational physicians, etc.) is also available to answer any questions you may have on occupational safety.

4. Additional information

- 4.1 Young people, trainees and other persons who require special protection must be supervised during an assignment and must not be engaged in dangerous work or in dangerous places.
- 4.2 If an accident requiring medical care occurs on our premises, the first responders and the responsible contact person must be notified immediately. Our first aid facilities and emergency organization are at your disposal for these cases (internal emergency number: 2333).
- 4.3 Before starting to work at our premises for the first time, employees of the external company are obliged to attend safety training and on-site instructions, and later they must attend such trainings on a recurring basis. Infineon reserves the right to repeat such training and instruction as necessary.
- 4.4 In the event of non-compliance with these provisions, employees may be banned from the site or other measures may be taken in individual cases.
- 4.5 Behavior in the case of an emergency is subject to the general emergency plan of the respective location as displayed; for important information, please also refer to the Emergency Card (supplement to contractor ID).
- 4.6 When carrying out the work assigned to you, all statutory environmental regulations and site regulations relating to air, soil, water and waste must be complied with. If you have any questions, please contact our environmental officer.
- 4.7 When transporting hazardous goods, the applicable ADR regulations must be observed. Depending on the activity and performance of the contract, the contractor assumes full responsibility and liability under administrative criminal law as filler, loader, packer, shipper, consignor, consignee, recipient, loading and unloading point in accordance with the Carriage of Dangerous Goods Act.
- 4.8 Special safety areas, e.g. areas subject to the Industrial Accident Ordinance (*Industrieunfallverordnung*) or high-security areas, may only be entered with appropriate approval if required.

Place, Date

Name and Signature contact person IFAT

Contractor confirmation:

As a contractor of Infineon Technologies Austria AG, I have taken note of their regulatory and safety regulations and agree to inform my employees working on the Infineon Technologies Austria AG site of their contents.

Place, date

Company Signature