

SAFETY REQUIREMENT VV24 Placing a shack	 Balén/Pelt
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1 PURPOSE

Eliminate or minimize the risks associated with the placement and use unit onsite.

2 SCOPE

If it is necessary to place container office, container workplace or storage container to carry out work on the Nyrstar Belgium site, a number of provisions included in this regulation must be taken into account. The provisions serve to monitor the quality and location of the chain and also to guarantee (fire) safety.

unit is understood to mean: office unit, shack, storage containers, work tents, work sheds, warehouses ,bath and changing rooms, and the like.

3 DEFINITIONS

(M) SDS: (Material) Safety Data Sheet


4 REGULATION

For the placement of a shack, written permission must be obtained in the form of a "Permit to place a shack" [XF-438-FREQ-0-00001](#).

This permit shall be granted if the need to place the shack has been demonstrated and the shack meets the requirements set out in the following chapter. The application for the permit is made via the site manager, using the appropriate form([XF-438-FREQ-0-00001](#)). In the context of the granting of the permit, the shack is inspected by the Company Fire Brigade on the basis of the checklist ([XF-441-FCH-00001](#)).

The "Permit for placing a shack" must be hung in the shack. The permit is provided with a building number. This number should be visible on the front of the shack. The name of the company that uses the shack must also be clearly visible on the outside.

To determine whether an environmental permit is necessary for the installation of the shack; submit the completed ENV – checklist "XF-701-FCH-0-00001" to the Environment Department.

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5 REQUIREMENTS FOR A SHACK TO BE PLACED

5.1 Safety and fire safety

The shack must be in good condition and kept. Installations in the shack must comply with applicable standards.

There must be an electrical inspection (without violations or comments) of the shack (TN main system, 3x 400V+N). A copy of the inspection must be presented at all times.

The minimum distance between the buildings of different Contractors must be 5 m, between the individual buildings of one Contractor 1 m. Also the distance to the street sides will preferably be 5 m, but at least 3 m. All these distances must be kept free.

Preferably, electric heating should be used. An electric heater must have a closed element, shielded and free of walls and floors [at a sufficient distance from flammable products](#). The heating should never be covered.

Smoking in the shack is not allowed. Smoking on the premises of Nyrstar Belgium is only permitted at designated locations and areas.

Each shack must be equipped with sufficient well-functioning fire extinguishers. Type and number of fire extinguishers are recorded on the shack permit. All small extinguishing equipment such as fire extinguishers, fire hose reels, etc. must be inspected annually by a competent authority. Personnel must be instructed in the use of this fire extinguisher.


[Waste bins, for sorting the various waste that are released](#), must be made in a flame-extinguishing type.

The shack must be (and kept) free of excess (flammable) material. This means that (waste) paper and waste must be disposed of regularly.

Rooms used for the storage of hazardous substances may not be used as workshops. There should be a clear separation between storage and workspace. ([see VV23 Use and Storage of Hazardous Substances](#)).

The shack must be clean and kept clean. Order and cleanliness must also be maintained around the shack.

No changes may be made to the shack without a new permit having been obtained.

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5.2 Chemicals, waste and environment

Chemicals should be used and stored according to VV23 [Use and storage of hazardous substances](#).

Waste must be collected separately (VV21 [Waste Management](#)) in consultation with the environmental department.

On the basis of the completed ENV checkist "XF-701-FCH-0-00001" it can be determined whether an environmental permit is required for this shack (urban development part, presence of air conditioners,...).

All substances that are stored and/or used must be submitted in advance for evaluation and approval to the medical department for use of information sheet possible purchase of dangerous products ([XF-446-FREQ-0-00024](#))

6 PERIOD OF VALIDITY AND WITHDRAWAL OF AUTHORIZATION

The permit is valid for the duration indicated. For shacks that are placed in the context of projects with a temporary character, the end date of the project will be the end date of the shack permit. However, the permit can also be issued for an indefinite period of time and remains valid as long as all conditions are met and there is a contractual relationship between Nyrstar Belgium and the contractor.

The authorization shall be withdrawn if:


- it is found that the requirements are not met and after a written warning the set conditions are not met in time;
- the contract between the contractor and Nyrstar Balen/Pelt ceases to exist.

When the permit is withdrawn, the contractor is given the opportunity to remove the shack, clean up the site and restore any soil contamination. If the contractor fails to do so within the reasonable period of time, Nyrstar Belgium will take care of the removal. The costs are then passed on to the contractor.

If the permit threatens to expire and the shack has to remain standing for longer, it is the contractor's responsibility to contact the internal fire brigade for an extension of the permit.

7 LOAN OF A SHACK

In various situations (e.g. maintenance stops), Nyrstar Belgium can be chosen to take care of the placement of a shack that is then taken on loan by the user. The requirements and conditions mentioned in the previous chapter will then continue to apply. Where relevant, the user should see and follow those requirements as regulations.

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8 REFERENCE DOCUMENTS

Application form place shack [XF-438-FREQ-0-00001](#).

Checklist for placing a shack [XF-441-FCH-0-00001](#)

Information sheet possible purchase of dangerous products [XF-446-FREQ-0-00024](#)

VV23 Use and storage of hazardous substances [XP-452-VV-0-00023](#)

VV21 Waste Management [XP-452-VV-0-00021](#)

ENV – checklist: [XF-701-FCH-0-00001](#)