



Guideline on emergency preparedness for workplace safety and health protection from Hänel GmbH & Co. KG

1. Emergency and incident management

Our emergency and incident management is primarily based on the principle of prevention. In addition to direct workplace safety and health protection of our employees, this also includes protection from fire, accidents and toxic substances.

1.1 Emergency preparedness

One way we ensure emergency preparedness is through preventive measures. This includes clear work instructions and regulations for accident prevention, which managers monitor compliance with. These managers are supported by various technical equipment, which includes safety equipment on the machines and systems such as lighting, ventilation and heating systems. Another way we provide this protection is through regular emergency training as part of our annual occupational safety training, which is mandatory for all employees. This includes correct use of personal safety equipment, handling of hazardous materials and chemicals, skin and health protection, working with technical equipment, correct conduct in the event of fires and other hazards and first-aid measures.

1.2 Fire protection

Fire protection is also based on preventive measures and follows the legal regulations. As a result, conduct in case of fires is also taken into account in the annual safety briefing. Furthermore, trained fire safety assistants are designated who assist our employees when questions arise. In addition, our equipment and systems are designed to mitigate fire hazards as much as possible, which we achieve through regular servicing and tests (e.g. by the TÜV or other test institutes) of this equipment and these systems.

The preventive measures that must be performed regularly include the following:

- First-aid training (annually)
- Defibrillator training
- Fire-extinguisher training
- Site inspection (at least 2x a year)
- Occupational safety training (annually)
- Conduct in case of fire (annually)
- Testing portable electrical equipment (annually)