W@H and R&L - Key Focus Areas

where everyone goes home safely at the end of the day
Agenda

01 Working at Height – An overview
02 Working at Height – Key risk area – Refresher
03 Our Non-Negotiables – Focus areas
04 Going Home Safely at the end of the day

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<table>
<thead>
<tr>
<th>Topic</th>
<th>Date</th>
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<tbody>
<tr>
<td>Working at Height</td>
<td>1st Sept</td>
<td>10 am EET</td>
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<td>Life Saving Rules</td>
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<td>Underground Asset Avoidance &amp; Street Works</td>
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<td>Wellbeing</td>
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<td>Casual Workers and Modern Slavery</td>
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<td>Environment</td>
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<td>Road Safety</td>
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</table>
Not everyone has gone home safely
These factors are impacting behaviour
High Risk Areas, narrow risk profile
Controls are well understood, let's make sure behaviour follows

- **Working at Height**
  - Majority were working at height incidents.

- **Road Safety**
  - Followed by vehicles incidents.

- **Electrical**
  - And electrical incidents.

- **Rigging and Lifting**
  - There was an increase on rigging and lifting incidents.

- **Street Works**
  - There was an increase on street works incidents.

- **Underground Works**
  - And underground assets incidents.

**Non-negotiables**

**Planning**

**Supervision**

**Behaviour**
FASTEN

F – Fit to Work
A – Arrangements
S – Supervision
T – Training
E – Equipment
N – Non Negotiable

We get FASTEN right far more than we get it wrong
Working at Height Standard
In Simple Terms

- < 6 KG
- < 10 KG
- < 20 KG
- 20 – 50kg
- >50 KG
Our Non-Negotiables

• Do **not** climb with loads heavier than 6kg on harness

• Do not work at height at night

• Always be FASTENed
R&L is technical, it can also be complicated
We can still make it simple
Rigging and Lifting
In Simple Terms

Rigging is the process of using a combination of pulleys, connectors and mechanical devices to assist in lifting heavy objects

Basic Principles
• Equipment will provide a mechanical advantage
• Equipment must have a means to stop the item returning when the rope is released
• For heavy items this requires a minimum of a three man team.
  • 1 at the top that secures the top pulley and positions the equipment
  • 1 at the bottom operating the winch to lift the equipment
  • 1 holding a guide rope to prevent the load from swinging and being damaged
• The team on the ground should be positioned out of the fall zone
• The team leader must be able to assess the anchor points and be able to provide direction to the team
Typical 2 man Lift

- Braked Pulley
- Non braked pulley
Good Practice and Techniques - Rigging

• Pull the force at the base of the tower
Good Practice and Techniques - Rigging

• Ensure tag-lines and lifting lines are **not** connected on **opposite** ends of the load
Non-Negotiables

1. Rigging and lifting will only be awarded to competent suppliers
   - Defined requirements and consistent evaluation in approval process
   - Dynamic and up to date supplier list

2. Nokia will provide accurate information related to the:
   - Equipment weights, dimensions and characteristics
   - Configuration and site information

3. All lifts will be planned and lifts will be executed according to that plan
   - Minimum expectations for components of lift plan and lift categorisation
   - Verification, Acceptance and remote check processes defined

4. If the lift cannot be conducted safely using agreed plan:
   - A Formal review of the lift plan and agreed changes must be done
Lift Plans
Arrangements

Bill of Material (BOM)
1. Antenna type and weight
2. Ancillary equipment and weight
3. Supporting brackets and connectors weight

Site Information & Design
1. Type and height
2. Location of equipment
3. Ground conditions and space

Lift Method Options based on
1. Weights and site information
2. Equipment configuration
3. Existing equipment

Provided by Nokia

Provided from Customer

Options Suggested by Nokia

Lift Plan
1. Weights and equipment configurations
2. Site design and location characteristics
3. Options and limitations defined by Nokia
4. Available skills and equipment
5. Time and weather restrictions
6. Assessment of risks and “reality” vs centrally held information

Developed by Supplier who is completing the lift
Summary
Think about, talk about and demonstrate good behaviour

| Standards          | • Working at Height  
|                   | • Rigging & Lifting |
| Non-Negotiables   | • FASTEN  
|                   | • Lift Plan  
|                   | • Supervision  |
| Getting it Right  | • We get it right more than we get it wrong  
|                   | • We need to remind each other why the non-negotiables are in place  
|                   | • We need to respect each other and look out for each other  
|                   | • We need to consider the impact COVID-19 has on how we think |
Questions & Answers

where everyone goes home safely at the end of the day