Appendix to Order №153 of
"Almaty Electric Stations" JSC
dated "30" June 2025

Regulation on Organization of Contracting Organizations' Work in "AlES" JSC

Document owner	OHSD
Editorial office	2.
Year	2025

Almaty

REFERENCE COPY

Content

1. Purpose and scope of application 3
2. Terms and Abbreviations 3
3. Responsibility 6
4. General provisions 7
5. Interaction between the customer and the contracting organization in the field of production safety ..... 9.
6. Admission and processing of work permits ..... 10.
7. Conducting Instructions 13
8. Organization and execution of work ..... 14.
9. Responsibility of contracting/subcontracting organizations ..... 18.
10. Assessment of the activities of the contracting organization ..... 21.
11. Procedure and requirements for the import of tools and equipment ..... 22.
12. Holding safety trainings in contracting organizations ..... 23.
13. Actions of contracting organizations' personnel during emergencies ..... 24.
14. Regulatory References 26
Appendix 1 27
Appendix 2 29
Appendix 3 30
Appendix 4 32
Appendix 5 33
Appendix 6 35
Appendix 7 37
Appendix 8 40
Appendix 9 42
Appendix 10 43
Appendix 11 45
Appendix 12 46
Appendix 13 47
Appendix 14 48
Appendix 15 50

1. Purpose and scope of application

1.1 This Regulation establishes general requirements defining the procedure for relations between production departments (hereinafter - PD) and contracting organizations in the field of ensuring production safety when performing work (rendering services) at facilities and in the interests of the Company. The Regulation applies to all employees involved in work under contract, as well as to contracting and subcontracting organizations performing work within the PD territory.

1.2 The Regulation is applied when establishing requirements for contracting organizations in the field of production safety in contracts for the performance of work/rendering of services by contracting organizations at PD and Company facilities:

1) construction, reconstruction, major repairs, technical re-equipment, conservation, and liquidation of production facilities;

2) installation, adjustment, maintenance, and repair of technical devices, technical means, machines, and equipment used in production facilities;

3) repair and maintenance of buildings and structures;

4) performing auxiliary and supporting work; providing motor transport services.

1.3 The requirements of this Regulation do not apply to the performance by contracting organizations of work on the design of production facilities, localization and elimination of accidents and emergency situations, firefighting, and emergency rescue operations at production facilities and in the territories of the PD and the Company's activities.

1.4 Based on this Regulation, internal regulatory documents governing relations with contracting organizations in the field of production safety must be developed and approved in the PD.

1.5 The Regulation is not considered comprehensive in the management of contracts and contractors.

1.6 All employees of contracting organizations are required to comply with the requirements of the current VNDs in the PD.

2 Terms and Abbreviations

Abbreviation	Definition
Accident	Destruction of structures and (or) technical devices used at a hazardous production facility, uncontrolled explosion, and (or) emission of hazardous substances.
Safe working conditions, labor safety	Working conditions under which workers are exposed to harmful and (or) dangerous production factors are excluded, or their impact levels do not exceed the established standards.
Introductory Occupational Safety Instruction	One of the types of labor protection briefings, which includes familiarizing the employee with general information about the organization, the characteristic features of the employer's activities, and the legal foundations for regulating labor protection relations between employers and employees.
Operating production facility	Other workshop, site, site a production facility that is in operation.
Traffic accident	Event occurring in the process the movement of a vehicle on the road and with its

	participation, resulting in the death or injury of people, damage to vehicles, structures, cargo, or other material damage.
Customer	A party to a contract that instructs another party (the contractor) to perform a specific work
Significant event	An event whose consequences are considered significant for human health, the environment, and/or the image and financial condition of the enterprise.
Occupational Safety and Health Instruction	The employer's act detailing labor protection requirements when performing work in production premises, on the organization's territory, at construction sites, and in other places where these works are conducted or official duties are performed. The development of the Instruction is carried out by the employer for each profession at the site, workshop, or service, for laboratories and organizations as a whole, as well as for individual types of work (work in altitude, testing, etc.) and workplaces.
Incident	Occupational hazard or occurred during the work process, resulting in or threatening injury or health deterioration (regardless of severity) or the death of an employee.
Capital repairs	A repair performed to restore the serviceability and full or near-complete restoration of a product's service life, involving the replacement or restoration of any of its parts, including basic ones
Corrective action	An action taken to eliminate the cause of a identified discrepancy or other undesirable situation and to prevent its recurrence.
Contractual supervisor Civil Service or Police Department Administrator	Civil/Duty Department and CONTRACTOR employees appointed as responsible for resolving issues arising during the contract term and coordinating the parties' relationships during the performance of work on the subject of the contract
Medical care	Assistance provided in medical organizations, including those established by individuals, regardless of their form of ownership, organizational and legal form, or departmental affiliation, who have received a license for medical activities.
Security events	A planned specific activity of an organization aimed at fulfilling goals in the field of labor safety determined by the requirements of legislative and other regulatory legal acts, while as well as organization policy and local regulatory documentation; is an integral part of the industrial safety management system and ensures the implementation of labor safety programs.
Inconsistency	Any deviation from standards, technology, methodologies, rules, the functioning of the management system, etc., that may, directly or indirectly, lead to injury or illness, property

	damage, environmental disturbance in the workplace, or a combination thereof.
Accident	An event as a result of which employees or other persons participating in production activities sustained injuries or other bodily injuries (traumas) and/or other health impairments caused by the impact of dangerous factors on the victim, resulting in their temporary (more than a work shift) or permanent loss of work capacity, the necessity of transferring the employee to another job, or their death. This does not include microtraumas or injuries that did not result in the loss of work capacity for more than one work shift.
Company/JSC "AlES"	"Almaty Electric Stations" JSC
Responsible representative of the contracting/subcontracting organization for industrial and fire safety and occupational safety	The responsible representative of the organization for industrial safety and labor protection to coordinate data, interact with the Security Service and the Occupational Safety Department, and exchange information.
Occupational Safety (OS)	A system for ensuring the safety of workers' lives and health during labor activity, including legal, socio-economic, organizational-technical, sanitary-epidemiological, treatment-preventive, rehabilitation, and other measures and means.
Contractor	Individuals and legal entities, individual entrepreneurs who, in accordance with the terms of concluded contracts, perform certain works (render services) on the production territory and facilities of the Company/PP.
Industrial safety	The state of protection in the field of labor protection, industrial and fire safety as key areas, transportation process safety, etc.
Incident	A negative event that occurred during the storage, conservation, operation, or liquidation of an object and relates to an accident, incident, misadventure, microtravma, malfunction, technical device failure, faulty situation, ignition/fire, traffic accident, negative environmental impact, or violation during the handling of a radiation source.
Investigation	The process during which an investigative commission collects and verifies facts and evidence related to an incident, establishes the root causes of the incident, and formulates the lessons learned.
Reconstruction	Changing the parameters of a capital construction object, its parts (height, number of floors, area, volume), including superstructure, reconstruction, expansion of a capital construction object, as well as replacing and (or) restoring load-bearing construction structures of a capital construction object, except for replacing individual elements of such structures with similar or other elements that improve the

	indicators of such structures and (or) restoring said elements.
Occupational Health and Safety Management System	A set of interconnected or interacting elements that establish labor protection policies and goals, as well as procedures for achieving these goals.
Subcontractor	Individuals and legal entities, individual entrepreneurs hired by the general contractor who has entered into a contract with the Company for equipment repair and/or the supply of goods or services.
HQ	Headquarters
SS	Shift supervisor
PPE	Personal protective equipment
OHSD	Industrial Safety and Occupational Safety Department of the Company
PD	Production departments
CCP	Central control panel

3. Responsibility

3.1 The Head of the Industrial Safety and Labor Protection Department is responsible for the correct development and timely introduction of amendments to this Regulation.

3.2 Responsibility for the implementation of this Regulation lies with the Head of the Industrial Safety and Labor Protection Department.

3.3 Control over the implementation of this Regulation is carried out by the Director of the Company's Department for Labor and Environmental Protection.

3.4 Responsibility for the execution of this Regulation is borne by the heads of production departments and structural units of the PD and GO of "AlES" JSC according to their field of activity.

4. General Provisions

4.1 The process of selecting a contracting organization to perform work (render services) must be carried out in accordance with the Purchasing Rules and the Company's Policy in the field of health protection and ensuring safe working conditions.

4.2 The relationship between the Company/PP (hereinafter referred to as the Customer) and contracting organizations in the field of production safety must be established in the contract for the performance of work (rendering of services) by including a corresponding section or annex to the contract.

4.3 The contracting organization must be guided by the relevant requirements of the legislation of the Republic of Kazakhstan, its own industrial safety, fire safety, and labor and environmental protection management systems, local regulatory acts of the Company and the PD, as well as the regulations on organizing the work of contracting organizations within the production departments of "AlES" JSC.

Local regulatory acts of the Company and the PD are brought to the attention of the contractor by the contractor before the start of repair (construction and installation) work on the PD territory.

4.4 Contracting organizations must undertake obligations to prevent injuries and comply with the requirements of the legislation of the Republic of Kazakhstan in the field of industrial

safety, labor protection, and environmental protection when working on the territory and facilities of the Customer.

4.5 A contracting organization must carry out its activities if it possesses all permits provided for by law (licenses, certificates, permit certificates, approvals, etc.), issued by authorized state bodies.

The contracting organization is obliged to familiarize the customer with the hazardous factors of its production that arise near the work zone, if the process of performing work under the contract poses a danger to the employees of AlES JSC.

4.6 The Contracting Organization guarantees the Customer that it:

1) has its own service or specialist in labor protection, industrial, and fire safety, and ensures the presence of an employee in accordance with the Model Regulation on Labor Safety and Protection Service in the organization;

2) develops and maintains in an up-to-date state all necessary safety and occupational safety instructions in accordance with the Rules for the Development, Approval, and Revision of Safety and Occupational Safety Instructions by the Employer;

3) ensures that specialists study regulatory legal acts, as well as regulatory and technical documents on labor protection, industrial, and environmental safety;

4) allows employees who have undergone training in labor protection and industrial safety, who have undergone appropriate certification and knowledge verification, to perform work in accordance with the order of the Minister of Health and Social Development of the Republic of Kazakhstan dated December 25, 2015, No. 1019;

5) independently conducts periodic medical examinations of its employees in accordance with the order of the Acting Minister of National Economy of the Republic of Kazakhstan dated February 24, 2015, No. 128. When working in remote areas - organizes the conduct of necessary periodic medical examinations at medical centers located at the Customer's facilities;

6) provides its employees with special clothing and other personal protective equipment, sanitary and household premises, and devices;

7) conducts introductory, primary on-the-job, repeat, extraordinary, targeted briefings, as well as workplace internships with employees of their organization;

8) compensates for the harm caused to all employees of the contracting (subcontracting) organization permitted to work at the customer's facility by concluding a contract "On compulsory insurance of an employee from accidents in the performance of their labor (service) duties."

4.7 Production plots, technological equipment, or standalone equipment, buildings, and structures, as well as other objects that may be allocated for work by a contracting (subcontracting) organization, shall be transferred to the latter in accordance with the permit act. The form of the act is provided in Appendix 1. In this case, the issuance of permits is carried out by the contracting (subcontracting) organization. The forms of the work permit are provided in Appendices 5, 6, 7, and 8. If operational power lines, fuel oil pipelines, or other operational utilities pass through a section designated for high-risk work, and technological equipment, machines, and mechanisms are in operation, the procedure for performing the work and connecting to these utilities must be specified in the Work Execution Plan by the organization performing these works, or (by its order) by specialized organizations licensed for these types of work, and must be carried out in the presence of the customer's specialists.

4.8 Works performed at the customer's facilities by employees of contracting (subcontracting) organizations are carried out based on the project solution and regulatory documents formed by the customer and the contractor (subcontractor):

- permit act (delimitation of the territory allocated for construction and installation works, deadlines for work execution, and measures aimed at ensuring safety, as well as the safe operation of operating equipment). Appendix 1;

- a list of hazardous and harmful production factors inherent to the work being performed;

- a certificate of readiness for execution regarding the compliance of performed off-site preparatory works with labor safety requirements and the facility's readiness to begin work;

- orders from the customer regarding the organization and execution of high-risk work performed at their facility by employees of contracting (subcontracting) organizations;

- relevant orders (orders) of contractors (subcontractors);

- construction organization project or work execution project;

- a standard or targeted project for organizing work on capital or current repairs of the main equipment;

- plan for organizing gas-hazardous works.

The specified package of documents in an arbitrary form is attached to the contract at the stage of its conclusion, with a mandatory appendix "AlES JSC Requirements in the field of health protection and labor safety for the supplier (works, services) " (Appendix No. 5 to the contract).

4.9 Before work begins, copies of the specified documents must be submitted to the executors (FG, PD). He is obliged to form a package of documents from them for coordinating actions, monitoring the organization of work, and analyzing its execution.

4.10 Conclusion of a contract.

4.10.1 The conclusion of a contract with a contracting organization is carried out in accordance with the "Contract Management Rules" with the mandatory execution of Appendix 5 to the contract, "AlES" JSC Requirements in the Field of Health Protection and Labor Safety to the Supplier (Works, Services).

4.10.2 The contract must mandatorily stipulate the rights, duties, and responsibilities of the parties regarding safety and labor protection, industrial, fire, and environmental safety, both during work execution and during stay in the PD territory.

4.10.3 The contract must mandatorily stipulate the duties of the general contractor, contractor (subcontractor) regarding the immediate notification of the customer upon the occurrence of an incident, accident, or accident involving the employee of the general contractor, contractor (subcontractor), and the conduct of an investigation in accordance with the rules in force in the Republic of Kazakhstan, with the mandatory participation of the responsible representative of AlES JSC;

4.10.4 The contract also reflects liability measures for violations of labor protection, industrial, fire, and environmental safety requirements, as well as production and labor discipline.

4.10.5 If a contracting organization ignores the above requirements, it will inevitably affect the relations between the Company and the contractor and may lead to the termination of contractual obligations and the inclusion of the contracting organization in the register of unscrupulous suppliers of goods and services.

5. Interaction between the Customer and the contracting organization in the field of production safety

5.1 The Customer, through the appointed curator (administrator for civil defense, police), ensures control over the fulfillment by the contracting organization of the assumed obligations to comply with the main requirements in the field of production safety set forth in these

Regulations and the Customer's regulatory documents governing the procedure for interaction with the contracting organization.

5.2 The contracting organization must properly fulfill the Customer's requirements in the field of production safety in accordance with paragraphs 4.3, 4.4 of this Regulation.

5.3 In the event that subcontracting organizations are involved, the contracting organization is obliged to include requirements in the field of production safety in subcontracting agreements in accordance with paragraphs 4.3, 4.4 of this Regulation.

5.4 The movement and parking of vehicles and lifting machinery, as well as the transportation of large-sized cargoes, equipment, and contracting organizations' employees by the contracting organization along roads and territories of the Customer's existing facilities, are permitted only in coordination with the Customer's representative.

5.5 The head of the contracting organization transporting cargo along the roads and territory of the Customer must coordinate transport routes and speed with the Customer's representative.

5.6 The Customer's representative conducts inspections/audits in the field of production safety in production areas and facilities where contract work is performed. The subject of the inspection/audit is compliance with the requirements of the legislation of the Republic of Kazakhstan and these Regulations when performing work by a contracting organization. When conducting inspections/audits, the contracting organization is obliged to accompany the Customer's authorized representatives to the work facilities and assist in providing the required documentation, equipment, and tools.

5.7 In the event of violations by the contracting organization of legislation in the field of labor protection, industrial safety, and fire safety, including those identified as a result of inspections (audits), as well as in cases where the actions of the contracting organization led (may lead) to an accident, the Customer has the right to suspend the work of the contracting organization.

5.8 The contracting organization is obliged to immediately take measures to prevent the risk of a threat to life, the occurrence of an accident or incident, and to eliminate the non-conformities specified in the inspection report.

5.9 The customer whose facilities the contracting organization is performing work on shall make a decision to resume work after the contracting organization has fully eliminated the violations that led to the suspension of work.

5.10 Upon receiving a written notification from the Customer regarding violations in the field of labor protection, industrial, and fire safety, including those identified through inspection (audit) results, the contracting organization shall, within 3 working days, provide the Customer with written information on the elimination of identified violations and the measures taken against employees of the contracting (subcontracting) organization who committed violations in the field of labor protection, industrial, and fire safety.

5.11 Direct interaction with contractors is carried out by the appointed representatives of the Customer for the construction, reconstruction, major repair, and repair of facilities.

5.12 Structural subdivisions of the Customer exercising control over work execution and control in the field of labor protection, industrial and fire safety shall provide (upon official requests) methodological and advisory assistance to the relevant services of the contracting organization in the field of labor protection, industrial and fire safety.

5.13 Upon receipt by the Customer of information on production safety issues, including information from state supervision bodies that affects the interests of the contracting organization, the responsible executors under the contract on behalf of the Customer shall bring the specified information to the contracting organization.

6. Admission and processing of work permits

6.1 After concluding a contract for the performance of work in the PD territory, the contracting organization is obliged, prior to the commencement of work, to submit a complete list of documents developed by the Customer and approved by the PD Technical Manager annually by December 25 for the following calendar year. Documents can be submitted in both paper and electronic versions. The general contractor shall also provide the list of documents and the specified information to the subcontracting organizations involved in performing work within the organization's territory.

6.2 The admission of contracting organizations to the PD territory is carried out after the representative of the contracting organization provides the necessary documentation in accordance with the "List of documents provided by contracting organizations for admission to work on the territory and equipment of the PD" (hereinafter referred to as the List). This List is reviewed and approved annually by the Technical Director of the PD.

6.3 The contracting organization appoints a responsible representative of the organization for production safety to coordinate data, interact with the Customer, and exchange information, and also transfers a copy of the employer's act (or letter) to the Customer, specifying the surname, first name, patronymic, position, and contact details (cell phone, work phone, email).

6.4 The responsible person of the contracting (subcontracting) organization is obliged to provide necessary information and documentation (with the exception of documentation and information constituting a commercial and/or other legally protected secret) upon the Customer's request for the purpose of organizing safe work execution.

6.5 The admission of a contracting organization to the Customer's territory for work is carried out on the basis of a formalized permit act according to the form provided in Appendix 4.

6.6 The permit act specifies the safety measures planned and performed by the contracting organization during the work process, and the locations and boundaries of the work area are determined by the contracting organization in the scheme attached to the permit act (for new construction, reconstruction, installation and dismantling works, etc.).

6.7 The diagram shall indicate passages, driveways, the location of material storage sites, waste disposal sites (if any exist in the designated territory), work execution, installation of machinery and units, connection points to electricity and water supply sources, and methods for laying temporary power lines, water pipelines, and other utilities.

6.8 The direct work managers of the contracting organization are obliged to personally instruct subordinate employees on the safety measures specified in the permit act, as well as to monitor compliance with safety measures.

6.9 When developing measures to ensure safe work execution, it is recommended to provide a list of employees entitled to be at the Customer's facilities, as well as a list of the contractor's motor vehicles and road construction mechanisms for issuing permits to the Customer's agreed-upon territory.

6.10 All employees of the contracting organization who are permitted to enter the Customer's production territory have the right to be present and perform work only at those workplaces and facilities provided for by the permit instruction or permit act.

6.11 Employees of the contracting organization are prohibited from performing any work at the Customer's facility until they receive a permit or a certificate of readiness to perform the work.

6.12 The contracting organization must develop and coordinate with the Customer a list of high-risk works requiring the processing of a work permit.

6.13 To perform joint work on the territory of existing production facilities, the Contractor and the Customer are obliged to:

1) formalize the permit act and develop a draft production work plan that ensures safety during work execution according to the Customer's list;

2) coordinate the programs of briefings and instructions for the professions and types of work of the contractor, mandatory specifying the requirements of safety rules and norms regarding the facility where the work will be performed;

3) coordinate the procedure for operational management, including the actions of builders and operators, when emergency situations arise.

6.14 At facilities where work is carried out by the joint efforts of several contracting organizations, a responsible manager is appointed in agreement between the Customer and the general contractor of the contracting organizations to carry out general coordination of the work.

6.15 The customer maintains a list of all contracting organizations carrying out production activities within the PD territory.

6.16 After reviewing and analyzing information about the contracting organization and the upcoming volume of work, the Customer forms contracting organizations into the corresponding 1st and 2nd risk groups depending on the types of work performed (1st - Organizations performing high-risk work and 2nd - Organizations performing moderate (or permissible) risk work).

6.17 Organizations performing high-risk work include those planning to perform repair work on technological equipment and/or electrical installations, construction and installation work, work with explosive materials, fire work, high-altitude work, and altitude work.

6.18 Organizations performing work with a moderate (admissible) level of risk include organizations providing maintenance services and organizations that have entered into a service agreement. For organizations classified as moderate (admissible) risk, it is not required to provide a complete list of documents (only a copy of the agreement).

6.19 The contracting organization (within ten working days) develops and submits to the Customer an action plan for ensuring safe working conditions in the PD territory, coordinated with representatives of subcontracting organizations, to prevent the impact of harmful and dangerous production factors and the specifics of the work being performed.

6.20 The contracting organization shall, at least 5 working days before the start of work, send a letter to the Civil Society with a list of persons responsible for ensuring safety and labor protection during work execution (authorized persons) in accordance with the Safety Rules for the Operation of Thermal Mechanical Equipment of Power Plants and Heat Networks and the Safety Rules for the Operation of Electrical Installations. Copies of the necessary documents shall be submitted to the PD.

Subsequently, based on this letter, a specialist from the PEO and the OT prepares an instruction on admission to the PD and Civil Defense territory and submits it for signature to the Deputy Chairman of the Board - Chief Engineer of the Civil Defense of the Company.

This instruction, after being signed by the Deputy Chairman of the Board - Chief Engineer, is sent to the Police Department and grants the right to enter the Police Department territory and conduct introductory briefings.

To conduct work on the PD territory according to warrants and orders to the persons specified in the instruction, as authorized persons according to the sectoral warrant-admission system, and to submit all documents according to the list for verification with subsequent preparation of a Readiness for Production Works Act. Appendix 2.

6.21 Permission to perform fireworks and work with lifting mechanisms is carried out in accordance with the relevant Rules of the Republic of Kazakhstan.

6.22 The entry of contractor (subcontractor) organization personnel, as well as transport, including lifting mechanisms and special vehicles, into the PD territory, and the import of special clothing, tools, and equipment into the PD territory, shall be carried out in accordance with the PD's control and clearance system.

6.23 The transfer of sanitary-domestic and other premises to contracting/subcontracting organizations shall be carried out with the execution of a corresponding acceptance certificate.

6.24 The electrical shop staff, in coordination with the Contractor, shall provide the possibility to connect electrical appliances and electrical tools to power supply points and monitor the correctness of device connection in accordance with standards.

7. Conducting briefings

7.1 Before commencing work at the Customer's facility, the contractor is obliged to conduct an extraordinary briefing according to a program agreed upon with the Customer's labor protection service. Instructions for employees of contracting organizations admitted to the contractor's territory for work are conducted by specialists of the contractor's structural unit responsible for organizing work and exercising control in the field of labor protection and industrial safety, or by an official of the Customer who has been assigned these duties by order.

7.2 The basis for conducting an introductory briefing is an instruction signed by the Deputy Chairman of the Board - Chief Engineer and the Head of the Biotechnology and Metrology Department.

7.3 The introductory briefing is conducted in the technical control room by a specialist from the Security Service and the Police Department's Operations Department. Instructions are provided to all employees of the contracting/subcontracting/organization without exception.

7.4 Employees sent for introductory briefings must carry qualification certificates.

7.5 The employee's qualification certificate must contain: a record of the timely completion of knowledge testing: technical operation rules, safety rules, special works (if necessary), fire safety rules within the fire-technical minimum, a test of knowledge for training in resuscitation techniques on a simulator, and a record of the timely completion of a medical examination certified by the enterprise's seal.

7.6 Instruction is conducted in the Contractor Organization's Occupational Safety and Health Instruction Registration Journal.

7.7 During the briefing, employees of contracting organizations must be explained:

1) goals, main directions, and sections of the Company's Policy and PD in the field of industrial, fire safety, and labor protection;

2) rules of conduct at the workplace and on the Customer's territory;

3) general information about the production process;

4) a scheme for a safe route through the Customer's territory to the workplace;

5) main hazardous and harmful factors, hazardous zones, protective and safety devices;

6) the Customer's requirements for investigating and accounting for incidents, conducting audits at workplaces, and conducting production control at hazardous production facilities in accordance with current STs of the Republic of Kazakhstan;

7) the procedure and rules for using personal protective equipment;

8) fire safety requirements at work production sites and workplaces;

9) the location of the medical center, communication tools, emergency phone numbers, and the procedure for calling emergency services.

7.8 The customer shall provide the contractor's representative (under signature) with information on harmful and dangerous production factors in the PD territory as necessary, as well as the current standards and regulations necessary for work execution, namely:

1) Regulation on the procedure for organizing the work of contracting organizations in AlES JSC;
2) Regulations on the pass-through and on-site regime;
3) Standard "Golden Safety Rules";
4) Standard "Accounting and Internal Investigation of Incidents in the Samruk-Energy JSC Group of Companies";
5) Standard "Risk Assessment. Analysis of work safety";
6) Standard "Leadership Behavioral Safety Audit";
7) Evacuation plan and emergency notification scheme;
8) Instructions on fire safety measures in PD, etc.
9) Results of workplace certification for the requested professions.

8. Organization and execution of work

8.1 Obligations of the contracting organization to create safe working conditions:

1) ensuring the organization and execution of works in accordance with the requirements of the regulatory legal acts of the Republic of Kazakhstan;
2) appointing, by order, responsible persons from among trained and certified employees for fire safety, preparation and safe execution of high-risk work, safe operation of equipment, etc.;
3) ensuring the processing of permits and other permits for performing high-risk work in accordance with the current regulatory legal acts of the Republic of Kazakhstan;
4) ensuring the constant presence of responsible persons for labor protection and safety of the contracting organization at the site of high-risk work.
5) if it is necessary to carry out high-risk work under warrants and orders on weekends and holidays, or at night, permission to perform the work is granted only if supervision is ensured by the responsible persons for labor protection and safety of the contracting organization.
6) providing the workplace with primary fire extinguishing equipment;
7) monitoring compliance with industrial, fire safety, and labor protection requirements during work;
8) suspending work production if violations are identified that pose a threat to human life and health or may lead to an accident;
9) to allow and escort the Customer's representatives, security service employees, and security organizations serving the Customer to the workplace to carry out control and inspections, and to fulfill their justified requirements;
10) when traveling through the territory of production facilities, to use technically sound motor vehicles, and to provide their transport with passes of the established form and travel documents;
11) coordinating all changes in the work plan with the responsible representative from the Customer's side. Deviations from the work execution plan without prior coordination with the Customer's responsible representative are not permitted, except in cases where urgent actions must be taken to prevent or localize a technological or natural emergency. After the commencement of these actions, the contracting organization must immediately notify the Customer's representative responsible for this work area;
12) to immediately notify the Customer's management (in accordance with the current notification scheme) of all accidents, incidents, and accidents that have occurred (or arisen) at the work site.

8.2 The Customer has the right:

1) not to allow employees of contracting organizations into the production area without personal protective equipment;

2) to require contracting organizations to comply with established rules and norms for the provision and use of personal protective equipment.

8.3 Territory and place of work

8.3.1 The transfer of objects, territories, or parts thereof to a contracting organization for construction, installation, repair, and other works, if it is possible to allocate a territory or plot, must be formalized by a bilateral permit act in accordance with the document forms established by the Customer.

8.3.2 The responsible work supervisor of the contracting organization is obliged to organize the work in such a way as to prevent the congestion of driveways and passages to the Customer's facilities, fire extinguishing equipment, evacuation routes, etc.

8.3.3 Before starting work under production risk conditions, it is necessary to identify hazardous zones for people in which hazardous factors, related to or unrelated to the nature of the work being performed, are or may be constantly active.

8.3.4 Places where employees are temporarily or permanently located must be located outside of hazardous zones.

8.3.5 Protective barriers must be installed at the boundaries of zones with constantly active hazardous production factors, and safety signs must be installed at the boundaries of zones with potentially hazardous production factors.

8.3.6 To prevent access by persons not involved in performing work in hazardous zones, it is necessary to install protective or signaling barriers, safety signs, and markings that regulate labor protection, industrial, and fire safety requirements before starting work. At the same time, the enclosures must not be a source of danger or restrict the technological capabilities of the equipment and its maintenance.

8.3.7 The procedure for installing fences when performing work in the territory of the Customer's structural unit where combined work is carried out is determined by a permit act, taking into account production conditions.

8.3.8 The contracting organization is obliged to preliminary coordinate with the structural unit of the Customer (on whose territory the work is being carried out) the possibility of temporary dismantling of enclosures and other protective means, communications, etc., erected by the Customer. The restoration of partitions, other protective equipment, utilities, etc., dismantled by the contracting organization shall be carried out by the contracting organization at its own expense.

8.3.9 In the event that the Customer's facilities are damaged through the fault of the contracting organization, the restoration of these facilities shall be carried out at the expense of the contracting organization.

8.3.10 Temporary connection of main water supply networks, sewerage, heating networks, compressed air, and other networks to construction, reconstruction, and major repair facilities up to the connection points of switchgear, including distribution devices, shall be carried out in accordance with the terms of the contract concluded between the Customer and the contracting organization in agreement.

8.3.11 The contracting organization must designate the boundaries of the allocated territory, workplaces, driveways, passages, dining areas, sanitary-domestic premises, and other sections of the territory, as well as hazardous zones where hazardous and harmful production factors exist or may arise, using visual means (enclosures, safety signs, signal markings, anchors, signal tapes, lighting devices, and other applicable accessible means).

8.3.12 The contracting organization must ensure that the designated territory and work sites are maintained in a satisfactory condition to reduce the risk of injury to workers, damage to property and the environment, as well as delays in work execution.

8.3.13 During the course of work, the contracting organization must prevent the storage and removal from the workplace of all unnecessary materials and equipment, as well as production and consumption waste, and is obliged to clean the workplaces daily and every shift after the work is completed.

8.3.14 The contracting organization is obliged to carry out daily cleaning during the work process, and upon completion of the work, final cleaning of workplaces and the work area from material residues, industrial, and household waste formed during the work process at the facility (the territory where the facility is located).

8.3.15 The presence of persons, vehicles, units, and equipment of the contracting organization not directly related to the performance of work is not permitted on the territory of the Customer (unless otherwise established by the contract or other written agreement).

8.3.16 The contracting organization must carry out work within the boundaries of the allocated lands defined by the Customer in the project documentation.

8.4 Personal protective equipment

8.4.1 The contracting organization must fully provide its employees with personal protective equipment (hereinafter - PPE) in accordance with the Order of the Minister of Health and Social Development of the Republic of Kazakhstan dated December 8, 2015, No. 943, labor conditions, standard industry standards for the free issuance of special clothing, special footwear, and other personal protective equipment, and the Customer's requirements for PPE;

8.4.2 The contracting organization is obliged to ensure the use of special clothing, special footwear, and other personal protective equipment by employees during the performance of work and during their stay at the Customer's facility (except for the zone designated for the placement of household premises and the residence of employees);

8.4.3 In accordance with the "Instruction on the use of various colors on protective helmets," to identify contracting organizations' employees when staying in the territory of AlES JSC production departments to perform work, provide services, etc., contracting organizations' employees must use red-colored helmets.

8.4.4 To ensure employee identification, including monitoring compliance with labor protection, safety regulations, and operational violations through video surveillance systems, managers and workers of the contracting organization must wear yellow vests with the inscriptions "Manager" and "Producer" on the territory of the production departments of "AlES" JSC during the performance of work, provision of services, etc.

8.4.5 The contracting organization shall independently train its employees in the rules for using personal protective equipment, as well as the requirements for its use, care, storage, and testing.

8.5 Production control

8.5.1 During the performance of work at the Customer's production facilities, the contracting organization is obliged to ensure production control over its employees' compliance with industrial safety requirements in accordance with the requirements of the Law of the Republic of Kazakhstan "On Civil Protection" and other regulatory legal acts in the field of industrial, fire safety, and labor protection.

8.5.2 Employees of contracting organizations responsible for production control are obliged to ensure:

1) monitoring compliance with industrial safety requirements, technological discipline, and the compliance of production processes with current norms and rules;

2) monitoring the technical condition of production equipment and vehicles used in performing work at the Customer's production facilities;

3) taking adequate measures in the event of violations of industrial, fire, and environmental safety, as well as labor protection rules;

4) organizing work aimed at preventing accidents and ensuring readiness for localizing accidents and eliminating their consequences;

5) investigation of accidents and incidents to determine their causes and ways to prevent them.

8.6 Investigation of incidents

8.6.1 Officials of the contracting organization ensuring production control are obliged to immediately report all instances of accidents: worker health deterioration that may lead to death; accidents; incidents; fires; chemical spills; road transport accidents and other incidents that occurred (occurred) at the work site to the Operational Dispatch Service of the Customer, or to the responsible executor under the contract from the Customer's side.

8.6.2 Officials of the Customer who ensure production control have the right to participate in the investigation and conduct their own investigation of incidents that occurred during the performance of work at facilities and in the interests of the Customer.

8.6.3 Investigation of industrial accidents that occurred with employees of contracting organizations is conducted in accordance with the requirements of the Labor Code of the Republic of Kazakhstan and the Law of the Republic of Kazakhstan "On Civil Protection."

8.6.4 Based on the results of the investigation of accidents, catastrophes, and incidents, contracting organizations shall submit to the Security Service and the Operational Department of the Customer's Police Department, at whose facility the incident occurred, a certificate on the economic damage resulting from the incident. In the event of an accident or occupational disease of a contracting organization employee - a conclusion on the severity of the injury (conclusion on establishing occupational disease), submitted within 2 days after the incident;

Upon the expiration of the temporary disability of victims of accidents, copies of reports on the consequences of the industrial accident shall be submitted.

8.7 Training and certification of employees

8.7.1 The contracting organization is obliged to send qualified employees to the Customer's facilities who have been trained in safe work rules and possess all necessary permits for work execution.

8.7.2 The production personnel of the contracting organization must undergo timely training and certification (knowledge verification) on labor protection in accordance with the Rules "Terms of Training, Instruction, and Knowledge Verification for Employees on Safety and Labor Protection Issues."

9. Responsibility of contracting/subcontracting organizations

9.1 The heads and specialists of contracting/subcontracting organizations are responsible for:

1) providing a complete list of documents required for admission to work within the PD territory. The specified list is developed by the Customer and approved by the Technical Director of the Production Department. Documents may be submitted in paper and/or electronic form;

2) managing professional risks to preserve the life and health of personnel and increase safety requirements;

3) ensuring the necessary training of their employees in safe workmanship methods; in accordance with the requirements of the current norms and rules of the Republic of Kazakhstan in the field of production safety and the VND PD;

4) performance of work in accordance with the requirements of the current norms and rules of the Republic of Kazakhstan in the field of production safety and VND PD;

5) possible incidents and accidents of any class that occurred due to the fault of employees of this organization;

6) immediate provision of information regarding injuries, incidents, fires, accidents, etc., to the head of the relevant workshop/conductor under the contract, the PD health center, and the Customer;

7) providing employees with uniforms featuring the logos of contracting organizations (on the chest and back) on all types of clothing (winter and summer), special footwear, helmets (with chin straps), and other personal and collective protective equipment in accordance with standard industry norms and requirements;

8) timely completion of medical examinations by employees, verification of pre-medical care rules, and qualification testing of knowledge of technical operation rules, industrial and fire safety rules, and labor protection;

9) maintaining the sanitary and domestic premises provided by the PD in cleanliness and order (transferring sanitary and domestic and other premises to contracting/subcontracting organizations is carried out with the formalization of a relevant acceptance certificate), indicating the responsible persons for fire safety and ensuring sanitary and hygienic requirements;

10) availability and use of tools, equipment, and devices, inventory (non-inventory) ladders, ladders and ladders, fences, signal tapes, and warning signs manufactured by the factory method and having undergone the necessary inspections, verification, and testing;

11) timely cleaning of workplaces and removal of construction, combustible waste and scrap metal, household and food waste, and oiled secondary specialized clothing to sanctioned landfills (landfills).

9.2 The contracting organization is obliged to:

1) to impose a complete ban on the transportation, consumption, and (or) storage of alcoholic beverages, narcotic, and toxic substances at the working site of the deposits or any other territory where work is being carried out in connection with the Contract, and to familiarize their employees with this ban;

2) not to allow the transportation and (or) storage of substances that cause alcohol, narcotic, or toxic intoxication at the Customer's production facilities, except for substances necessary for carrying out production activities;

3) to perform work in accordance with project documentation, technological regulations, and work execution projects developed and approved in the manner prescribed by law;

4) to ensure, at their own expense, the collection, safe temporary storage, disposal, export, and transfer to a specialized organization in accordance with the established procedure of production and consumption waste resulting from the performance of work for which they are the owner.

9.3 Each employee of the contracting organization permitted to perform work on the Customer's territory must:

1) to comply with the labor discipline established by the contracting organization and the Customer's requirements;

2) take measures to immediately eliminate the causes and conditions hindering or complicating normal production (incident, accident), which pose a threat to the life and health of workers, and immediately report the incident to the direct work supervisor and the Customer's administration;

3) to keep their workplace, equipment, tools, and fixtures in order, clean, and in good working order, as well as to maintain cleanliness and order on the Customer's production

territory.

4) after finishing the work, they must remove all tools and auxiliary materials;

5) upon completion of the work shift (except for continuous work), all oxygen cylinders and propane cylinders must be removed from the administrative and production premises (building).

9.4 Employees of a contracting organization are prohibited from:

1) to arbitrarily change the conditions, sequence, volume, and deadlines of work execution;

2) perform work not provided for in the contract;

3) to remain without production necessity in existing installations, production premises, and on the territory of the Customer's deposits and facilities outside the designated work area;

4) violate the vehicle movement route agreed upon with the Customer;

5) to distract the Customer's employees from performing their labor functions;

6) to use the Customer's property without prior agreement with them;

7) to perform high-risk work at the Customer's existing facilities without issuing a work permit, including in the absence of a person responsible for the safe execution of work;

8) to import and place equipment and materials not used for work on the territory of the Customer's deposits and facilities;

9) during the inspection of workplaces, work permits, and other documentation by the Customer's personnel, or during movement within the territory of the Company/PD, to ignore the submission of documents (work permit, qualification certificate, pass, etc.);

10) refuse to provide explanations, etc.;

11) to use profanity and swearing, inappropriate behavior, threats, and physical violence in conversations with enterprise representatives;

12) use sinks in bathrooms and drainage pipes to wash tools, as well as pour construction materials such as paint, cement, etc., into them;

13) smoking in offices, buildings, production and service premises of enterprises, workplaces, toilets, and other public places, or in a car cabin. Smoking is permitted only in specially designated and equipped areas marked with a sign in accordance with current GOST (signal colors, safety signs, and signal markings).

9.5 An employee of a contracting organization has the right to:

1) to refuse to perform work in the event of a danger to his life and health resulting from the breach of labor protection requirements by the Customer, except for cases provided for by the regulatory legal acts of the Republic of Kazakhstan, until such danger is eliminated;

2) to receive reliable information from the Customer regarding the state of industrial safety, working conditions at workplaces, threats of health damage risk, and measures to protect against the effects of hazardous production factors.

9.6 The direct work supervisor or the Customer's representative may not require the contractor's employee to resume work in a situation where a direct serious danger to the life and health of the employee persists.

9.7 The Customer's employees are responsible for:

1) Issuance (upon request) to the representative of the contracting organization (under signature) of information on harmful and dangerous production factors in the PD territory, on implemented standards and regulations necessary for conducting work in the PD, and the evacuation plan and notification scheme during emergencies for further familiarization, instruction of their employees and employees of subcontracting organizations, and their acceptance for work during the period of work in the PD territory. (The specified documents may be submitted in paper form or electronically upon request);

2) conducting introductory briefings (on safety and labor protection issues) for employees of contracting organizations;

3) monitoring the fulfillment of labor protection requirements by contracting organizations during work, in accordance with the behavior monitoring system operating within the Police Department;

4) holding periodic meetings (by agreement) with the heads of contracting organizations and bringing the results of inspections on labor protection and safety to their attention;

5) conducting and drawing up commission inspection reports together with representatives of the contracting (general contracting) organization regarding safe conditions, as well as workplace cleanliness, weekly (every Thursday).

9.8 The Customer's employees have the right:

1) to issue mandatory letters for execution by the heads of contracting organizations to eliminate violations of technical operation rules, safety and labor protection rules, industrial and fire safety, as well as industrial sanitation, the terms of the concluded contract, standards, and regulations of the Company and the PD;

2) to dismiss from work persons who do not have permission to perform this work or who violate the requirements of technical operation rules, occupational safety and health rules, industrial and fire safety, standards, and regulations of the Company and PD;

3) to submit proposals to the management of the Civil Society and the Police Department for consideration regarding holding contractor organizations liable for violations of technical operation rules, industrial and fire safety and labor protection rules, standards, and regulations of the Company and the Police Department.

10. Evaluation of contracting organization activities

10.1 Upon completion of work under the contract, the responsible contractor for the contract on behalf of the Customer conducts an assessment of the contracting organization's activities based on the results of audits, inspections, indicators, and incident investigation results.

10.2 The responsible contractor for the contract on behalf of the Customer, at the time of signing the performance report, shall fill out an evaluation sheet for the activities of the contracting organization, which shall be coordinated with the head (representative) of the contracting organization and attached to the performance report. Responsibility for the timely, complete, and legitimate preparation of the evaluation sheet for the activities of the contracting organization shall be borne by the responsible contractor on behalf of the Customer.

10.3 Based on the appraisal sheet, the responsible contractor on behalf of the Customer shall, within a period not exceeding 5 (five) working days, prepare a Conclusion on the contractor's compliance with labor protection, industrial safety, and environmental protection requirements in the recommended form.

10.4 Based on the results of the activities of each contracting organization, the responsible executor, in accordance with the contract with the contracting organization on behalf of the Customer, shall compile a register of contracting organizations for the PD.

10.5 Information entered into the register of PD contracting organizations must contain:

1) name of the contracting organization;
2) type of work performed;
3) number of hours worked;
4) the number of accidents;
5) the severity of the accidents;
6) the duration of staff incapacity;
7) the number of identified violations;

8) the number of registered dangerous situations;
9) the number of comments from the Customer's audits;
10) number of work suspensions;
11) the number of dismissed personnel.

Additional data may be included in the register of contracting organizations.

10.6 Information on the results of evaluating the activities of each contracting organization, including the registry of contracting organizations for PP, the evaluation sheet, and the conclusion on the contracting organization's compliance with labor protection, industrial safety, and environmental protection requirements, may be included in the quarterly PP reports and sent to the Company's unit supervising these works.

11. Procedure and requirements for the import of personal protective equipment, tools, and equipment

11.1 The subdivision of the Company/PD, whose competence includes production safety issues, and the service (department, management) employee from the general contracting organization shall monitor the imported individual and collective protective equipment, tools and devices, and hand-held electrified tools into the station territory necessary for the contracting/subcontracting organization to perform work on the subject of the Agreement and for these purposes; the funds they import into the power plant territory must comply with the requirements of the "Safety Rules for Working with Tools and Devices" approved by the Order of the Minister of Energy of the Republic of Kazakhstan dated March 16, 2015, No. 204, in connection with which the electrical instrument casings must bear **inventory numbers** and the dates of the following inspections, while on lowering and separating transformers, frequency converters, and protective-disconnecting devices, the inventory numbers and dates of the following measurements of insulation resistance must be indicated according to the following sample:

N ___

The next test date is "__" _____ 20__.

_____

11.2 Load-lifting mechanisms (levers, racks, strings, catches, blocks, polyspasts, etc.) and cargo-grabbing devices necessary for the contracting organization to perform work under the subject of the Agreement and for these purposes, imported by it into the territory of the Company/PD, must comply with the requirements of the current Rules for Ensuring Industrial Safety during the Operation of Load-lifting Mechanisms, in connection with which:

1) lifting mechanisms must indicate the enterprise's name, inventory number, load capacity, and the date of the next technical inspection;
2) load-grabbing devices must indicate the number, load capacity, and test date;
3) transported lifting mechanisms and cargo-grabbing devices are registered in accordance with the requirements of the VND PD for the import of tools and devices into the PD territory by the Subdivision of the Company whose competence includes production safety issues;

4) when registering lifting mechanisms and lifting devices, the Company's specialists whose competence includes production safety (industrial safety) issues shall verify the presence of the entries provided for in the subparagraph above of this paragraph.

11.3 The import of oxygen cylinders and propane cylinders must be carried out in accordance with the requirements of the current Safety Rules for working with instruments and devices, in connection with which:

1) on all imported oxygen cylinders and propane cylinders in the PD, the enterprise name, factory number, and the date of the next technical inspection must be indicated;

2) all cylinders must be equipped with protective caps and stoppers;

3) for the transportation of dangerous goods, contracting organizations must have specialized vehicles.

11.4 The movement route through the protected territory and the parking location of the contracting organization's motor vehicles are determined by the head of the structural unit of the Police Department where the contracting works are performed, coordinated with the Security Service and the Ministry of Emergency Situations, and approved by the Chief Engineer of the Police Department.

11.5 All representatives of the contracting organization must be dressed in special uniforms featuring the contractor's company's distinguishing marks – logos with the short or full name of the contracting organization. The contractor's manager and the persons responsible for the work orders (section heads, foremen, engineers, etc.) must monitor the fulfillment of this condition daily.

12. Holding Safety Days in Contracting Organizations

12.1 Organizing safety days is an additional measure for daily work, preventing industrial injuries, and improving working conditions and labor protection during the operation, repair, installation, and reconstruction of energy equipment facilities.

12.2 The purpose of conducting the Safety Day is to identify violations and deviations from the requirements of current rules, norms, instructions, standards, and other regulatory documents, and to take appropriate measures to eliminate them.

12.3 Conducting the Safety Day should be aimed at identifying violations and deviations that may lead to industrial injuries as much as possible and taking prompt measures for their immediate elimination.

12.4 Safety Day may be held according to a pre-developed theme and under a motto corresponding to the chosen topic.

12.5 Safety Day is one of the most mass forms of organizing work with personnel, involving the participation of the entire labor collective in this event regardless of their labor activity or position.

12.6 Contracting and subcontracting construction-installation, repair, and commissioning organizations conduct Safety Day jointly with the energy enterprises (EEs) to which they are assigned or seconded.

12.7 The procedure for conducting TB Day is regulated by the "Regulation on the Organization and Conduct of Safety Days in AlES JSC."

12.8 Safety days in contracting and subcontracting organizations must be conducted according to mutually agreed programs.

12.9 Violations and deficiencies identified on safety day that do not require significant costs and time must be eliminated as much as possible on the same day or within the next few days.

12.10 Based on the results of the TB Day, an act is drawn up specifying the planned measures to eliminate identified violations and deficiencies, the deadlines for their elimination, and the responsible executors. The form of the act is provided in Appendix 14. A copy of the act shall be transferred by the contractor to the Security Service and the Police Department.

12.11 During the joint holding of the Safety Day by contracting enterprises of various subordinations, the final meeting based on the results of the Safety Day is held at the PD to which they are assigned or to which they are seconded, with the participation of the commission chairpersons of all assigned or seconded units of these enterprises.

13. Actions of contracting organizations' personnel during emergencies

13.1 The following emergency situations may occur within the PD territory:

1) man-made accidents (fires and explosions; collapse of buildings and structures; accidents with chemical reagent emissions, etc.);

2) group accidents, accidents with fatal or severe outcomes;

3) terrorist acts (taking hostages; the presence of explosive devices on the station territory, etc.);

4) natural situations (hurricanes, rising groundwater levels, floods, etc.).

Note: the cause of the incident will be determined by the shift supervisor (CS), so the speed of transmitting incident information to the central control panel (CSB) plays an important role.

13.2 The actions of the heads of contracting organizations (or persons replacing them) in the event of a natural or man-made emergency, as well as in the event of a threat of a terrorist act (any form of its manifestation), are obliged to:

1) to act in accordance with the Instruction and Warning Scheme

2) at the time of receiving the emergency report, they must possess information on the number of personnel working (in the workshop, department, section) on the station territory (regardless of the time of day, daytime, or night shift);

3) assess the situation and its possible consequences;

4) to know the movement routes and evacuation schemes for personnel from station buildings and structures during emergencies (fires);

5) maintain mutual communication with the direct management of their enterprise, as well as with the National Security Service of the Central Fire and Rescue Service, the Security Service, the police department's fire and rescue unit, the safety, civil defense, and emergency situations department, and ensure the timely notification of their personnel about the emergency using any means of communication;

6) to issue an instruction to cease all types of work in the emergency zone until the current situation is fully resolved. Check the presence of all working shift employees in the safe zone;

7) take measures to suppress possible panic among subordinate employees and evacuate personnel from the hazardous zone of the emergency to a safe zone;

8) when conducting evacuation measures from a dangerous zone to a safe zone, to monitor the use of personal protective equipment for respiratory organs by all employees, as well as compliance with safety regulations and personal safety;

9) in case of urgent need, to be able to provide first pre-medical assistance to victims;

10) during the emergency response period, take measures to prevent or reduce potential material damage to the enterprise, and to protect property and equipment;

13.3 Attention! The announcement regarding the evacuation of personnel from the emergency zone is announced only by the first manager (or their deputy), the National Security Service, and the Central Fire Station.

13.4 Employees of contracting organizations in the event of a natural or man-made emergency, as well as in the event of a threat of a terrorist act (any manifestation of it), are obliged to:

1) to report every accident or fact of emergency that has occurred on the station territory; immediately informs the immediate head of their enterprise (or the person replacing them), using all available means of communication;

2) to report the exact location (workshop, section, row, mark, etc.), the type of emergency (fire, accident, equipment failure, explosion, elevator shutdown, etc.), the type of work being performed, the number of people in the emergency zone, and the cause of the incident;

3) to provide their surname, position, organization, and contact phone number;

4) to report what work was carried out, what measures were taken to eliminate the emergency, the presence of victims and deceased, and who else was informed about the emergency;

5) without leaving the workplace or the emergency zone, to act taking into account the current situation and, if possible, to independently conduct emergency rescue measures (firefighting, etc.).

13.5 Attention! In the event of a terrorist act of any manifestation, it is strictly forbidden to take any action!

13.6 Attention! Information regarding the evacuation of personnel from the emergency zone is announced only by the first manager or their deputy.

13.7 Upon receiving a notification of the start of evacuation, the contractor's personnel MUST:

1) immediately, without panic, leaves workplaces while maintaining personal safety. After performing all actions of the EO employees, they exit the emergency zone to a safe distance, enter the premises of the protective structure (shelter), or be taken outside the PD territory.

2) if necessary or based on the instruction of the immediate supervisor (or a person replacing them), to turn off the operating equipment, take personal protective equipment, if possible, personal belongings, organize going outside, and be directed to the specified location by a security officer;

3) not to spread rumors and panic;

4) stay at a distance from the emergency zone;

5) personnel evacuation from the emergency zone is carried out at a safe distance of 200 meters from the emergency zone;

6) in large-scale emergencies, if there is a threat of a terrorist act, personnel evacuation is carried out to the premises of the protective structure (shelter);

7) in the presence of absent persons who were at another work site at the time of receiving the evacuation report, to immediately notify the immediate supervisor, an employee of the security agency, the BiOT, or the NS of the CSU;

8) upon arrival in the safe zone, await further instructions.

13.8 The return of contractor employees to their workstations is carried out only after all emergency rescue operations have been completed, with the permission of authorized persons and the station management.

14. Regulatory References

No	Document title
1	Model Regulation on the Organization's Occupational Safety and Health Service, Order of the Minister of Health and Social Development of the Republic of Kazakhstan No. 1020 dated December 25, 2015;
2.	On the approval of the target groups of persons subject to mandatory medical examinations, as well as the rules and frequency of their conduct, the scope of laboratory and functional studies, medical contraindications, the list of harmful and (or) dangerous production factors, professions and works subject to mandatory preliminary medical examinations upon employment and periodic mandatory medical examinations, and the rules for providing the state service "Pending Mandatory Preliminary Medical Examinations" Order of the Acting Minister of Health of the Republic of Kazakhstan No. RK DSM-131/2020 dated October 15, 2020;
3.	Norms for issuing special clothing and other personal protective equipment to employees of organizations engaged in various types of economic activity, Order of the Minister of Health and Social Development of the Republic of Kazakhstan No. 94 dated December 8, 2015;
4	Rules for determining criteria for classifying hazardous production facilities as declared and developing an industrial safety declaration for a hazardous production facility, Order of the Minister for Investment and Development of the Republic of Kazakhstan No. 341 dated December 30, 2014;
5	Rules for Ensuring Industrial Safety for Dangerous Production Facilities Conducting Mining and Geological Exploration Works, Order of the Minister for Investments and Development of the Republic of Kazakhstan No. 352 dated December 30, 2014;
6	Fire Safety Rules, Order of the Minister of Emergency Situations of the Republic of Kazakhstan dated February 21, 2022, No. 55;
7	Rules for the Technical Operation of Electric Stations and Networks, Order of the Minister of Energy of the Republic of Kazakhstan No. 247 dated March 30, 2015;
8	Safety rules for the operation of heat-mechanical equipment of power plants and heat networks, Order of the Minister of Energy of the Republic of Kazakhstan No. 122 dated February 20, 2015;
9	Safety rules for the operation of electrical installations, Order of the Minister of Energy of the Republic of Kazakhstan No. 253 dated March 31, 2015;
10	Safety rules for working with tools and devices, Order of the Minister of Energy of the Republic of Kazakhstan No. 204 dated March 16, 2015;
11	Rules for ensuring industrial safety during the operation of lifting mechanisms, Order of the Minister for Investments and Development of the Republic of Kazakhstan No. 359 dated December 30, 2014;
12	Rules for ensuring industrial safety during the operation of equipment operating under pressure, Order of the Minister for Investment and Development of the Republic of Kazakhstan No. 358 dated December 30, 2014.

Appendix 1
Form of the permit act
(Required)

REFERENCE COPY

Permit certificate for construction and installation work on the territory of the existing enterprise

Gor. "___" _____ 20___
Contract No.
Customer:
General Contractor:
We, the undersigned, are the representative of the customer_____
_____
(Full name, position)
the representative of the general contractor (contractor) responsible for the execution of construction and installation (repair, etc.) works.

_____
(Full name, position)
and a representative of the organization operating the facilities located near the site of construction and installation (repair, etc.) works.

_____
(Full name, position)
have drawn up this act regarding the following:
The customer (enterprise) provides a plot (territory) bounded by coordinates

_____
(name of axes, marks, and drawing number)
for production on it _____
(work name)
under the leadership of technical personnel - the responsible representative of the general contractor (contractor) for the following term:
beginning _____, end _____
(date) (date)
Before starting work, it is necessary to carry out the following measures to ensure the safety of work execution:

Event name	Deadline	Performer

Customer Contractor
Position, surname I.O. Position, surname I.O.
Signature Signature
Date & print Date & print

Note. If it is necessary to carry out work after the expiration of this permit act, a permit act must be drawn up for a new term.

Appendix 2
Preparation Act Form
(required)

PREPARATION ACT for construction and installation work on the territory of the existing enterprise

Gor. "___" _____ 20___
Contract No.
Customer:
General Contractor:
We, the undersigned, are the representative of the customer _____
_____
(Full name, position)
the representative of the general contractor (contractor) responsible for the execution of construction and installation (repair, etc.) works.
_____
(Full name, position)
and a representative of the organization operating the facilities located near the site of construction and installation (repair, etc.) works.
_____
(Full name, position)
have drawn up this act regarding the following:
The customer (enterprise) verified the completeness of the submitted documents according to the list, as well as the functionality of equipment and tools for performing work according to the contract.
Under the leadership of technical personnel - the responsible representative of the general contractor (contractor) for the following term:
beginning _____, end _____
(date) (date)
Before starting work, it is necessary to carry out the following measures to ensure the safety of work execution:

Event name	Deadline	Performer

The Customer (the Enterprise) believes that the contracting organization is ready to perform the work specified in the contract.

Customer Contractor
Position, surname I.O. Position, surname I.O.
Signature Signature
Date & print Date & print

Appendix 3
Form of the approximate list of documents provided by contracting organizations when permitting work on the department's equipment

REFERENCE COPY

(required)

I APPROVE
Chief Engineer of the "AlES" JSC Police Department

_____
"_____" _____20____

List of documents,
provided by contracting organizations when permitted to work on the equipment of the TPP department in 20____.

1. Repair contract.
2. State license for the right to perform the work specified in the contract.
3. A letter specifying the order-appointed work supervisor at the facility (deputy work supervisor at the facility in cases of simultaneous work in several departments, shift work mode), along with a list of persons responsible for the safe execution of work, specifying their full names, positions, and electrical safety groups.
4. Work execution schedule agreed upon with the PD (relevant workshop, repair service), other contracting organizations performing work at the facility, and approved by the PD Chief Engineer.
5. Letter with a list of employees and vehicles (for issuing passes and allowing passage through the PD territory).
6. List of certified welders with attached copies of training center certificates (when performing electric welding work under contract).
7. Copies of protocols confirming qualifications in the certification commission of the "Energoremont" PRP of "AlES" JSC in accordance with the "Methodological Recommendation for Welding, Thermal Treatment, and Control of Boiler Pipe Systems and Power Equipment Pipelines," agreed upon with the order of the Committee for State Control over Emergency Situations and Industrial Safety of the Ministry of Emergency Situations of the Republic of Kazakhstan (when performing electric welding work under contract).
8. Copies of special certificates for metal inspection and welding flaw detectors, specifying inspection methods and the qualification level sufficient to perform the proposed work.
9. Copies of special certificates for the work performed according to the contract.
10. Copies of identity cards and qualification certificates of the contracting organization's personnel.
11. Certificate on the availability of metal control tools (when performing metal diagnostics and electric welding works).
12. Attestation certificate for the right to conduct measurements (tests) of metal properties and welded joints of thermal power equipment (when performing metal diagnostics and electrical welding works).
13. State Verification Certificates for the Metal Control and Diagnostic Devices Used.
14. Materials quality certificates for Contracting Organizations performing work with their own materials.
15. According to the "Rules for Working with Personnel in Energy Organizations of the Republic of Kazakhstan," the following requirements must be met:

1) Managers and employees responsible for ensuring safety and labor protection of contracting organizations must be provided with copies of knowledge verification protocols and BiOT certificates, and repair personnel must be provided with BiOT protocols;

2) Technical managers, specialists, and employees of contracting organizations performing repairs at hazardous production facilities must be provided with copies of the industrial safety knowledge

verification protocol or a sample certificate established by the authorized body in the field of industrial safety, signed by the chairman of the examination commission in accordance with Article 79 of the Law of the Republic of Kazakhstan "On Civil Protection";

3) Copies of orders on the appointment of employees of contracting (subcontracting) organizations responsible for supervising the safe operation of GPMs, responsible for ensuring the technically sound condition of GPMs, and responsible for the safe execution of work with GPMs, specifying the date and numbers of certification certificates in the field of safety, protocols for verifying knowledge of the relevant Rules, as well as the working personnel permitted to operate GPMs (crane operators, lift operators, stropers, cradle workers), specifying information confirming their qualifications.

4) For the heads of contracting organizations — a copy of the minutes of the qualification commission meeting or a certificate for testing fire safety knowledge in the fire-technical minimum volume, signed by the head of the training center and formalized in accordance with the requirements established by the "Rules for Training Organizations and Population in Fire Safety Measures and Requirements for the Content of Fire Safety Training Programs";

5) For all personnel of the contracting organization — qualification certificates with a record of timely knowledge verification and a mark of fire-technical minimum training, and the completion of preventive medical examinations by employees;

6) Copy of the concluded agreement "On compulsory insurance of an employee against accidents in the performance of their labor (service) duties."

SR Head

SBiOT Head

Appendix 4
Form of the permit act for a contracting organization to work on the equipment of the "AlES" JSC department
(required)

I APPROVE
Chief Engineer of the Police Department
_____
"____" _____ 20____

ACT
permitting a contracting organization to work on equipment
Department _____ of "AlES" JSC

Contracting organization
_____
date of signing the agreement/contract _____
Scope of work under the agreement/contract
_____
_____
_____
_____

The requirements for the admission procedure have been met.

Head _____ of the workshop _____

Head _____ of the workshop _____

SR Head _____

SbiOT Head _____

Application 5
Permit form
for work in TTC, boiler, turbine, chemical workshops, and CTAI

Enterprise _____ Subdivision _____

NARYAD. GENERAL NARAD. INTERMEDIATE WORK ORDER No.____
(write out the unnecessary)

TO GENERAL ORDER No. _____
(is filled out only when issuing an interim assignment)

To the Work Manager_____
(surname, initials, position)

To the work supervisor (observer) _____
(the unnecessary is crossed out) (surname, initials, position, rank)

with members of the brigade_____
people_____
(surname, initials, grade, group)

_____

_____

Work Manager_____
(signature, surname)

It is entrusted to:

_____
(content of the work, object, workplace)

Start of work: date _____, time_____
End: date _____, time_____

To ensure safe working conditions, it is necessary to: (list the necessary measures for preparing workplaces and safety measures, including those to be performed by the duty personnel of other workshops)

_____

_____

_____

_____

Special conditions:

Order issued: date _____, time _____, position _____
Signature _____, surname _____
Order extended by: date _____, time _____, position _____ Signature _____, surname _____, date _____, time _____
Conditions for work execution were met: date _____, time _____
Remaining at work _____

REFERENCE COPY

(equipment located near the workplace and under voltage, pressure, or high

temperature, explosive, etc.)

(the back of the garment)

Duty personnel of other workshops (sections)

_____
(workshop, position, signature, surname)

Mark of authorization from the power plant shift head (duty dispatcher)

_____

_____
(signature or mark of permission given by phone and signature of the workshop shift head)

Responsible person of the workshop (block, district) duty personnel; work supervisor for the interim work order (write out the unnecessary)

_____
(position, signature, surname)

_____

Compliance with the working conditions was checked with the remaining equipment, reviewed, and admitted to operation.

Date _____ time _____

Work supervisor _____
(signature)

Work Producer _____
(signature)

FORMATION OF DAILY WORK PERMISSION, END OF WORK, TRANSFER TO ANOTHER WORKplace

Name of workplaces	Permission to work			Completion of work		
	Safety measures have been verified, the crew has been briefed, and admitted to the workplace.			The brigade has been deployed, the detail has been handed over.		
	Date, time	Permissive (signature)	Producer of works (signature)	Date, time	Producer of works (signature)	Responsible person of the duty personnel (signature)

CHANGES IN THE BRIGADE'S COMPOSITION

Commissioned into the brigade (surname, initials, grade, group)	Removed from the brigade (surname, initials, grade)	Date, time	Work supervisor (signature)

The work was fully completed: date _____, time_____

REFERENCE COPY

Work Producer _____ Work Manager _____
(signature) (signature)

Workplaces inspected, work order closed: date _____, time _____

Responsible person of the duty personnel _____
(signature)

Application 6
Permit form
for gas-hazardous work
(required)

Enterprise _____ Subdivision _____

WARRANT-APPROVAL No._____

To the Work Manager_____
(surname, initials, position)

To the work supervisor (observer) _____
(surname, initials, position, rank)

with brigade members_____people_____
(surname, initials, grade, group)

_____

Work Manager_____
(signature, surname)

Is entrusted _____
(content of work, object, place of work)

_____

_____

Start of work: date _____, time _____
End: date _____, time _____
To ensure safe conditions, it is necessary to:

_____
(necessary measures for job preparation are listed)

_____
and security measures, including those to be implemented.

_____
staff of other workshops; instructions are provided to be followed)

_____

_____

General and individual protective equipment that the brigade is required to possess

_____

Results of air analysis for gas content in enclosed premises and underground structures before starting work:

_____

_____

The warrant was issued: Date _____, time

_____

_____
(position, signature, surname)

Order extended by: Date _____, time _____

_____
(position, signature, surname)

The conditions for performing the work were met: date _____, time _____

Remaining at work:_____
(equipment located near the workplace

_____
and under voltage, pressure, and high temperature,

_____
explosive, etc.)

(reverse side of the garment)

Duty personnel of other workshops (sections)
_____
(workshop, position, signature, surname)

Mark of authorization from the power plant shift head (duty dispatcher)

_____
(signature or note of permission given by phone,

_____
and the workshop shift manager's signature)

Responsible person of the workshop (district) duty personnel:

_____
(position, signature, surname)

The fulfillment of work conditions was checked, the equipment remaining in operation was reviewed, and it was cleared for operation.

Date _____, Work Manager _____
(signature)

Time _____, Work Performer _____
(signature)

INSTRUCT
ON WORKS AND SAFETY MEASURES

Surname, Full Name of the instructor	Position of instructor	Instruction receipt	Position, signature, surname, and full name of the instructor

FORMATION OF DAILY WORK PERMISSION, END OF WORK,
TRANSFER TO ANOTHER WORKplace

Name of workplaces	Permission to work			Work completion		
	Security measures checked. The crew has been briefed. and was allowed to return to work.			The brigade has been deployed, the detail has been handed over.		
	Date, time	Permissive (signature)	Work Producer (signature)	Date, time	Work Producer (signature)	Responsible person of the duty personnel (signature)

CHANGES IN THE BRIGADE'S COMPOSITION

Commissioned into the brigade (Surname, initials, grade, group)	Removed from the brigade (Surname, initials, grade, group)	Date, time	Work supervisor (signature)

REFERENCE COPY

The work was fully completed: date _____, time_____
Work Producer _____ Work Manager _____
(signature) (signature)

Workplaces inspected, work assignment closed: date _____, time _____
Responsible person of the duty personnel _____
(signature)

Appendix 7
Work permit form for electrical installations
(required)

(front side of the garment)

Enterprise _____ Subdivision _____

WARRANT-ADMISSION No.___

Category of work _____

To the work supervisor _____ admitting _____ To the work supervisor _____ observing _____ with crew members _____ To _____

_ To begin work: date _____ time _____ To finish work: date _____ time _____ Emergency readiness time _____

REGISTRATION OF PURPOSE INSTRUCTION

Table 1

Instruction was conducted		Instruction received	
Person who issued the warrant	_____ (signature) (surname, initials)	Work supervisor (performer of work, observer)	_____ _____ (signature, surname, initials)
Permissive	_____ (signature) (surname, initials)	Work supervisor Crew members Work supervisor (observer)	_____ _____ _____ _____ _____ _____ _____ _____
Responsible work supervisor, work supervisor (observer)	_____ _____	Work Producer Members of the brigade	_____ _____ _____ _____ _____ _____

MEASURES FOR PREPARING WORKING PLACES

REFERENCE COPY

Table 2

Name of electrical installations where disconnection and grounding must be performed	What needs to be turned off and where is grounded

Separate instructions _____

_____

_____

The work order was issued: date _____ time _____

Signature _____ Full name _____

The work order was extended: date _____ time _____

Signature _____ Full name _____

Date _____ time _____

CONSENT FOR ADMISSION

Table 3

Has given consent for admission (position, surname, signature)	Date, time	Signature of the employee who received the permit

(reverse side of the garment)

Workplaces prepared, remaining under voltage

_____

Permitting _____ _____ (signature)

Head (performer of work or observer) _____ (signature)

DAILY PERMIT TO WORK AND END

Table 4.

Workplace name	The crew has been briefed. and was admitted to the prepared workplace.				The work is finished, the crew has been deployed.	
	Date, time	Permissive (signature)	Work supervisor (signature)	Crew members (signature)	Date, time	Work supervisor (signature)

CHANGES IN THE BRIGADE'S COMPOSITION

Table 5.

Commissioned into the brigade (Surname, initials, group)	Removed from the brigade (Surname, initials, group)	Date, time	Authorized (signature)	Received TB instruction (signature)

The work is fully completed, the crew has been removed, the groundings installed by the crew have been removed, and (who) has been notified.

_____

(position) (surname)

Date _____ time _____

Work Producer Work Manager or observer _____ _____ (signature) (signature)

Appendix 8
Permit form
for performing high-risk work.

Organization, site, workshop _____

No. _____ work permit
for performing high-risk work

1. Work Producer _____ (Full Name
(if available), organization, site, workshop, position)

2. Permitted for execution _____
(Workplace, equipment name, brief summary of work volume)

3. Permitting to work

_____
(Full name (if any), position)

4. Responsible head _____
(Full name (if available), position)

5. Measures to ensure work safety:

5.1. Stop _____
(stop location, position)

_____

5.2. Disconnect _____
(switch, gate valve, main line, etc.)

_____

5.3. Install _____
(dead ends, plugs, signal lamps, etc.)

5.4. Take a sample to analyze the air environment _____

_____
(specify the locations and analysis results, and the gas contamination group)

5.5. To enclose _____
(work zone, hang posters)

5.6. Provide safety measures when working at heights and in wells

_____
(forests, safety belts, ropes, etc.)

5.7. Warn _____
(drivers of adjacent cranes and adjacent

intervals with signature in the watch log)

5.8. Provide for safety measures on railway tracks _____

(install signs, posters, barriers, dead ends, etc.)

5.9. Specify the routes to the workplace _____

(if necessary, attach the diagram)

5.10. Additional measures _____

_____

6. The warrant-admission was issued by

_____

(Full name (if available), position, signature, date)

7. The measures were carried out by _____

(Meeting number; Full name (if available), position, signature)

_____

(reverse side of the garment)

8. Agreed: _____

_____

(shift (section) head, full name (if available), signature)

8.1. _____

(position, full name (if any), signature)

9. The measures have been completed, the safety of the work has been ensured, the work supervisor has been familiarized with the working conditions and provided with instructions, and I permit - permitting _____ to work.

(position, full name (if any), signature, date)

10. Familiarized with the working conditions and received instructions, checked the readiness, accepted the workplace - work producer _____

(position, full name (if any), signature, date, time)

11. Brigade composition and mark of instruction

No p.p.	Date and time of work	F.I.O. (if available), brigade members	Profession	Familiarized with the working conditions and received instructions (signature)	Instruction was conducted admitting full name (if available), signature)

The brigade (s) consisting of _____ people received instructions and began work

(date, time)

Work Producer _____

(Full Name (if available), signature)

12. Extension of a work permit

REFERENCE COPY

Date, time	The conditions haven't changed; the shift has been handed over by the work supervisor.		Quantitative composition of the advancing brigade	Work conditions have been reviewed, and the shift has been accepted by the work supervisor.	Permitting – permitting to work in a shift	
	Full name (if available),	signature		Full name (if available),	signature	Full name (if available),

13. Work completed _____ workplace
(date, time)

cleared, personnel have been evacuated from the work site.
The work permit was submitted by

_____
(position, full name (if available), signature of the work producer)

Workplace, work permit accepted by _____
(position, full name (if any), signature of the person granting the permit to work)

Application 9
Monthly report form for contracting organizations
(required)

Сведения по работникам подрядных организаций (по каждой организации отдельно)

(наименование подрядной организации)

Штатная численность работников	Среднесписочная численность работников	Фактическая численность работников	Количество отработанных дней (всех работников предприятия)	Количество отработанных часов (всех работников)	Общее число потерянных дней* Рабочих/ календарных

альник

Appendix 10
Form
water instruction registration log
(required)

Format 297×210
Cover

JOINT-STOCK COMPANY
"ALMATY ELECTRIC STATIONS"

_____

JOURNAL
registration of introductory briefing

Format 297×210
Title page

JOINT-STOCK COMPANY
"ALMATY ELECTRIC STATIONS"

PRODUCTION DEPARTMENT OF TPP-1

JOURNAL
INTRODUCTION INSTRUCTION REGISTRATION

Started on "____" _____ 20_
Completed on "____" _____ 20_.

Note: 1. The pages of the journal must be numbered and protected from removal.
2. The retention period for the completed logbook is 10 years.

(inside)

REGISTRATION LOG FORM INTRODUCTORY BRIEFING

Format 297×210

Next pages

Instruction date	Surname, initials of the instructor	Year of birth	Instructor's profession	Workplace	Surname, initials, and position of the instructor	Signatures	
						instructional	instructional
1	2.	3.	4	5	6	7	8

Appendix 11
Workplace Instruction Log Form
employees of contracting organizations

Format 297×210
Cover

JOINT-STOCK COMPANY
"ALMATY ELECTRIC STATIONS"

_____

JOURNAL
registration of introductory instruction
at the workplace of contracting organizations' employees.

_____

(organization name,

_____

workshops, sections, brigades)

Started on "____" _____ 20_

Completed on "____" _____ 20_.

Note: 1. The pages of the journal must be numbered and protected from removal.
2. The retention period for the completed journal is 10 years.

Format 297x210
Subsequent pages

Instruction date	Full name of the person being instructed	Year of birth	Profession (position) of the instructor	Instruction type (primary, repeated, unscheduled)	Reason for conducting unscheduled briefing	Full Name of the instructor	Signatures	
							instructional	instructional
1	2.	3.	4	5	6	7	8	9

Notes:
1. The pages of the journal are numbered and protected from removal.
2. The retention period of the completed logbook is 10 years.

Appendix 12
Instruction slip form
(introductory, primary at the workplace)
(required)

REFERENCE COPY

Ticket size is 95x65 mm.

Instruction slip (introductory, primary at the workplace)				
Instruction date	Types of Instruction	F.I.O. position of an instructor	Full Name position of the instructor	Instructor's signature
	introductory			
	primary workplace			

Application 13
Model letter form of the contracting organization
to managers, work supervisors, and crew members for assignments.
the company's official letterhead
(required)

REFERENCE COPY

No. ____
dated "___" _____20___

Deputy Chairman of the Board -
Chief Engineer of "AlES" JSC
_____

Please allow the personnel of "_____" LLP to the territory of the production department of _____ "AlES" JSC (***specify the departments or Head Office)*** to conduct work under contract No. ... dated ... (***specify the contract number and date)*** for repair (***specify the type of work)*** for the period from 01.03.20__ to 31.12.20__ (***specify the work completion deadlines)*** of the following employees of "_____" LLP as seconded personnel:

No p/p	F.I.O. *(full)*	Identity document	Position	Security team	Responsibility for the safe conduct of work
1.	Serikov Serik Serikovich	Identity card (number, issuer, date of issue)	Chief Engineer	V	Work supervisor
2.	Ivanov Ivan Ivanovich	Noxxxxxxxxx from 26.08.20XXg. Ministry of Internal Affairs	Electrician 4th class	IV	Manufacturer работ
3.	....	or the Ministry of Justice of the Republic of Kazakhstan	locksmith	III	Brigade member
4.	....	....	carpenter	II	Brigade member
5.	....	....	....	Without/ groups	Brigade member

If there is specialized equipment, it is necessary to specify the brands and state license plates of the vehicles.

Personal vehicles are not permitted.

Signature of the head. Printing.

Full name of the performer.

The performer's phone number must be provided.

Appendix 14
Form of the safety day report
(required)

ACT
conducting Safety Day
REFERENCE COPY

On the topic _____ _____
in _____
(unit name)

dated "__" _____20___, compiled by the commission
chaired by _____
(Full name, position)
commission members _____
(Full name, position)

_____

with the participation of representatives from a higher organization _____
_____
(Full name, position)

This is due to the fact that on "___" _____ 20__, an inspection of the state of industrial safety and sanitation was conducted.

During the inspection, the following was established:

1. The following activities planned based on the results of the previous Safety Day were not completed within the established timeframes.

Item No.	Name unfulfilled activities	Responsible executor	Event Failure Reason	New deadline
1	2.	3.	4	5

3. Measures to eliminate identified violations and deficiencies, deadlines, and responsible executors:

(continued)

Marked about execution and date execution												

Commission Chairperson _____ _____ _____
Signature **Commission members:**

No.												
The following violations and deficiencies were identified:												
Measures to eliminate violations and deficiencies												
Deadline												
Responsible executor												

Appendix 15
Form of instruction to take measures to eliminate identified violations when working as a contractor in "AlES" JSC
(required)

REFERENCE COPY

To _____
(Surname Full Name, position)

_____
(name of the contracting organization)

INSTRUCTION
on taking measures to eliminate the identified violations.
when a contracting organization works at AlES JSC
dated "___" _____ 20___ № ____

№	Identified violations and requirements for their elimination	Deadlines performances	Note
1.			
2.			
3.			

To submit a written report on the fulfillment of the Instruction to the Police Department's Occupational Safety and Health Service within 3 calendar days after the expiration of the specified deadlines.

The instruction was issued by _____ _____ (signature)
(Full name, position)

Agree with the identified violations
Received instruction: _____
(signature) (Full name, position)