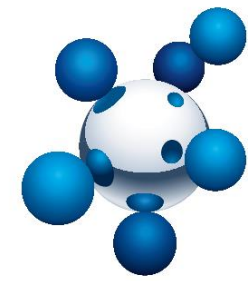# SASOL LIFE SAVING RULES (LSRs)
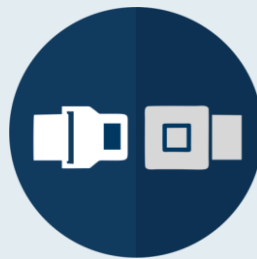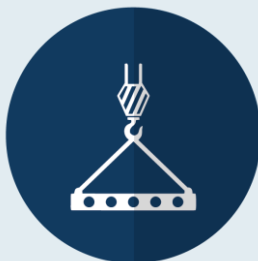
Zero harm by following Life Saving Rules

sasol

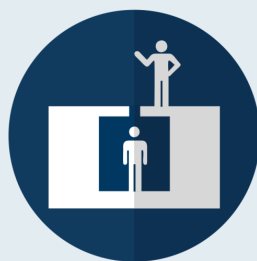Adhere to fall protection requirements at all times when **WORKING AT HEIGHTS**

Obey all traffic rules while driving and walking for **ROAD SAFETY**

Obtain relevant **PERMIT TO WORK** authorisation before beginning a task

Adhere to all precautions and continuously assess risks during **LIFTING OPERATIONS**

Obtain a valid permit to work before entering a **CONFINED SPACE**

Keep ignition sources outside flammable areas and stop work and report if 1% methane is detected **IGNITION SOURCES / FLAMMABLE MATERIAL / METHANE**

Follow **LOCK-OUT AND ISOLATION** procedure before work begins

Wear the correct **PPE** correctly

Entering the workplace while under the influence of **ALCOHOL OR DRUGS** is prohibited

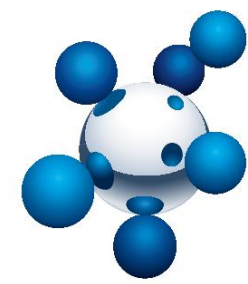**ADHERE TO PROCEDURES** prescribed before, during and at the end of tasks

Keep a safe distance from operational **HEAVY MOBILE EQUIPMENT** (HME)

EXCAVATION / FALL OF GROUND Adhere to excavation permit requirements and remain under a supported roof

LIFE SAVING RULES

- These rules are for your safety and must be adhered to, to prevent injuries and save lives

- Safety is our highest priority - not adhering to these rules will require corrective action

- Each rule has a list of behaviours that are part of our existing policies, procedures and practices

- These rules apply to all employees, service providers and visitors that work at or visit a Sasol site

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

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When WORKING AT HEIGHTS

These are rules applied when work is performed at elevated positions and where there is a risk of people or equipment falling

Competent people:

- Any team member that is going to be executing work at heights must have completed working at heights training
- Where applicable, a fall protection plan must be compiled by a competent fall protection plan developer
- Only competent and trained scaffold builders erect, dismantle or modify scaffolding

Fit for Purpose Equipment:

- Inspect harnesses and lanyards before use
- Install lifelines where required and inspect before use
- Reinstate handrails and gratings on elevated platforms after work has been completed
- Use suitable containers for loose objects at height to prevent it from falling to lower levels

Safe work practices:

- Secure all tools and equipment to lanyards or store it in containers while working at heights
- Only use spliced manila ropes and canvas bags to lift or lower equipment up to a maximum of 20kgs

Controlled work environment

- Ensure effective barricading and signage are in place where working at heights is taking place and consider the drop zone area below
- Install solid and adequate barricading where there are gaps in the gratings, floors or where handrails have been removed
- Specially designed scaffolds (e.g. hang scaffolds) must be certified by the relevant engineer before accepting the handover certificate
- Install kick plates, handrails and knee rails
- Access ladders must be on the inside of all scaffolds higher than 2 metres

INTENT

To protect the life and safety of employees who perform work on elevated surfaces
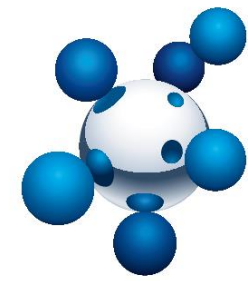
Commitment to myself and my team:

My Commitment to myself:

- I will attend all training and take accountability for my own competence to inspect, test, maintain and use my safety harness or fall arrest equipment
- I will adhere to all working at heights requirements

My Commitment to my team members:

- I will tell my manager if I have medical conditions that may put team members or me at risk
- I will only work on approved scaffolding
- I will use the correct access points when working on a scaffold
- I will close the trapdoor when I work on a scaffolding platform

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

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Obey traffic rules to ensure ROAD SAFETY

These are rules we need to comply with in order to keep all road users safe

Competent People:

- Drivers must have a valid driver's licence for the specific types of vehicles
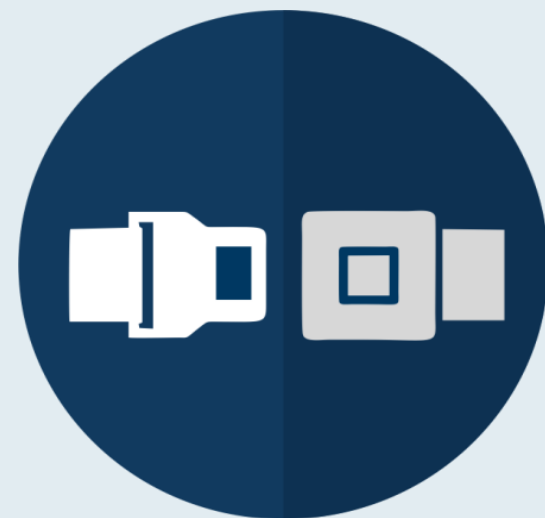
Fit for Purpose Equipment:

- Vehicles must be licenced and road worthy
- Site vehicles must comply with the necessary inspections and safety requirements

Safe Work Practices:

- All equipment hitched to vehicles e.g. (trailers, generators, compressors etc.) must be secured in such a way that it cannot become detached while driving
- Keys to all company vehicles (tractors, mobile cranes, forklifts, LDVs and buses) must be controlled to prevent unauthorised access
- Only use a cell phone while parked in a safe space
- Pedestrians – Only use a cell phone while standing still in a safe space
- No passengers will be transported on the back of an LDV unless it has been designed for safe personnel transport

INTENT

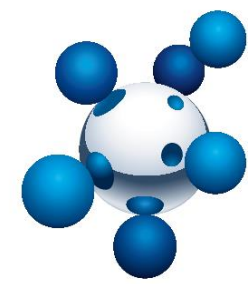**To keep all users of the road safe**

Commitment to myself and my team:

AS A DRIVER I COMMIT TO

- Keep to all traffics rules
- Keep to the speed limit
- Use the seatbelt when driving and ensuring my passengers are buckled up
- Keep safe following distances
- Avoid overloading vehicles
- Report reckless and negligent driving
- Only overtake when it is permitted and safe to do so
- Give pedestrians, who are busy crossing a road, the right of way. I will STOP for them!
- Only operate a vehicle when I feel well and rested

AS A PEDESTRIAN I COMMIT TO

- Cross the road when it is safe to do so
- Stop, look right, left and right again for oncoming traffic before I cross
- Walk fast, but not run when I cross the road

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

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Comply with the PERMIT TO WORK (PtW) requirements

These are the rules to be complied with to prevent process safety related incidents while performing work in operational areas

Competent People:

- Only trained and authorised personnel may issue or receive work permits
- All team members conducting a task, must understand the process risks involved and how it was eliminated or controlled
- Team members conducting gas tests must be competent

Fit for purpose equipment:

- Gas monitors must be calibrated, maintained and fit for use

Safe work practices:

- All process risks must have been identified and eliminated or controlled
- The equipment and surrounding environment must be made safe before work commences
- Ensure the permit issuer, the permit recipient and the task executor discuss any hazards that may be introduced during the execution of the task before work commences

Controlled work environment:

- Gas monitoring is done according to the permit requirements
- Energy hazards are isolated and locked out
- The location, name and number of equipment to be worked on is clearly stipulated on the permit

INTENT

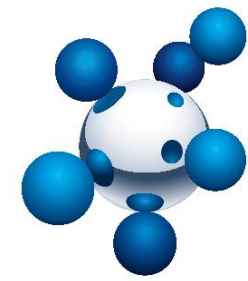**To eliminate or control process related safety risks when working in operational areas**

Commitment to myself and my team:

My Commitment to myself:

- I obtain the relevant permit to work authorisation before proceeding with any task in an operational area
- I only work with a valid permit
- I only work on equipment that has been positively identified (touch and tag)
- I ensure that the number on the tag corresponds with the permit to work number

My Commitment to my team members:

- I will communicate with other team members who are involved or can be affected by my actions
- I will remain vigilant to spot risks that must be addressed before we can continue with the task

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

Control LIFTING OPERATIONS

Lifting operation rules ensure that lifting and lowering activities can be done safely and effectively

Competent people:

- Team members performing mechanical lifting operations must be competent

- Persons performing lifting activities must have received the necessary training on how to complete a pre-lift checklist

- Only riggers with the necessary skill and experience shall conduct critical lifts

Fit for purpose equipment:

- All lifting devices and equipment (e.g. cranes, slings, ropes, shackles etc.) must be registered, inspected, and certified fit for use

- When making a mechanical connection (D shackle) to a thimble, it must be spliced into the rope

- All users must do ongoing visual inspections on all lifting devices and equipment for defects
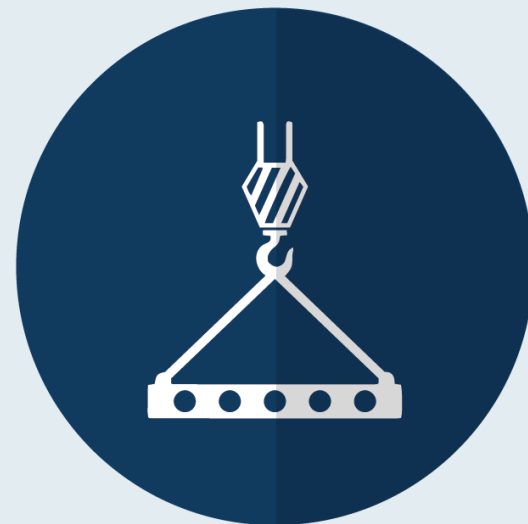
Safe work practices:

- Ensure that only spliced manila or polypropylene ropes and canvas bags are used when lifting equipment or tools

- A rope may only be used to lift or lower a load if it weighs 20kg or less

Controlled work environment:

- Effectively manage access to the area and barricade where it is practically possible

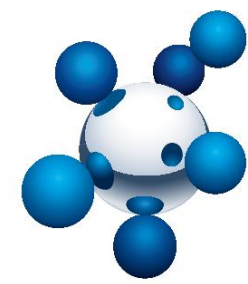- Ensure that mobile crane outriggers are fully extended and placed on solid ground with outrigger pads only

INTENT

To ensure that mechanical and manual lifting and lowering of equipment can be done safely without causing harm to people or damage to equipment

Commitment to myself and my team:

My Commitment to team members:

- We shall ensure that nobody goes under a suspended load

- We shall ensure that we do not touch a suspended load as far as possible but instead make use of tag lines, guide ropes and push-pull rods to manoeuvre the load

- We shall ensure that the load is within the safe maximum lifting capacity of the lifting equipment

- We will stop the lift when we struggle to level or stabilise the load and ask for assistance

LIFE SAVING RULES

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Control CONFINED SPACES

Confined space entry rules will ensure that team members are not exposed to non-life supporting atmospheres or products that could cause fatalities

Competent people:
- Only team members that have been trained in the use of an airline mask may perform category B vessel entries
- Team members must have received working at heights (cable ladder and harness training) in order to make use of a cable ladder in a vessel

Fit for purpose equipment:
- Ensure all breathing apparatus are inspected and fit for use
- Inspect and ensure safety harnesses are in a good working condition
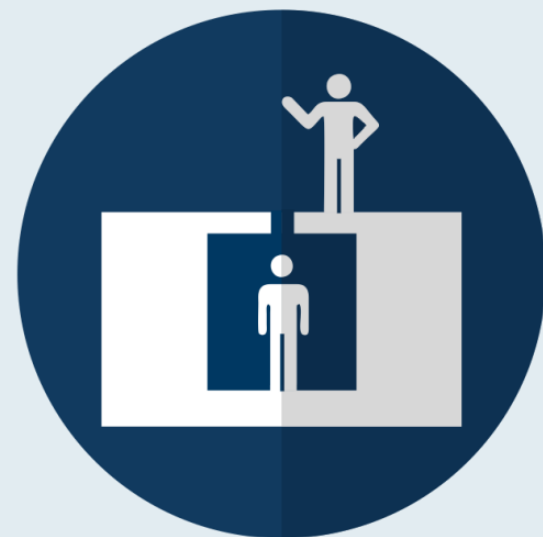
Safe work practices:
- Ensure you are medically fit to work inside a confined space
- Wear the correct PPE for the task and possible chemical hazards
- Do gas testing before work starts and when interrupted
- Monitor for the correct application; oxygen and/or lower explosive limit (LEL) as specified on the permit to work
- Make sure there is adequate lighting
- Clear work surfaces from anything that may cause slips or trips

Controlled work environment:
- Sign on the register before entry and when exiting the confined space
- Positively barricade the entrance to the confined space when no work is being done
- Ensure that the area around and at the entry point is clear
- The correct level of standby is available
- Ensure there are safe access and escape routes

INTENT

To control and prevent the exposure of employees to non-life supporting atmospheres or exposure to hazardous chemicals

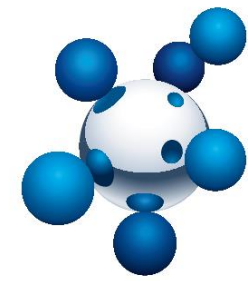# Commitment to myself and my team:

My Commitment to myself:
- I will enter a confined space when I know there is a valid permit to work
- I will participate in the pre task risk assessment and adhere to all control measures
- I understand the conditions under which work will be done
- I am competent to do the work
- I am medically fit and feel well
- I will wear the correct PPE

My Commitment to team members:
- I will only enter a confined space when there is a competent standby present

I WILL NEVER TAKE A SHORTCUT

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

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Control IGNITION SOURCES

These rules will ensure that ignition sources are controlled to prevent fires and explosions

Fit for purpose equipment:

Ensure that emergency equipment is maintained, inspected and in good working condition at all times

Safe work practices:

- Maintain hot work permit conditions and manage the risks of the activity, e.g. cocooning, gas tests, covering of drains, etc.
- Identify, provide and use the correct earth points where equipment needs to be earthed
- Ensure vehicle access is controlled in classified areas
- Ensure that all generators are switched off and gas cylinders are closed when not in use

Controlled work environment:

- Manage and control all hazards where there are ignition sources to prevent combustible materials from igniting. This is applicable to normal and abnormal plant operations, e.g. commissioning or decommissioning activities

INTENT

To control and prevent ignition sources from coming into contact with flammable products and atmospheres
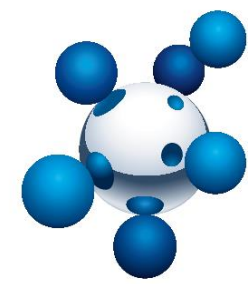
Commitment to myself and my team:

My Commitment to myself:

- I will only use ignition sources outside flammable areas
- When I have to take ignition sources inside flammable areas, I will only do so under strict procedural control
- I will only do hot work if I have authorisation and am competent
- I will only use the correct tools or equipment for classified areas and make sure that it is in a good condition before using it

My Commitment to team members:

- I will ensure that I smoke in designated areas only

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

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Follow LOCK-OUT & ISOLATION procedures

These rules will ensure that employees are not exposed to any electrical, mechanical, hydraulic or chemical hazards when performing work

Competent people:

- Ensure that a competent and authorised person performs lock-out and isolation
- Only authorised and competent team members shall re-commission equipment

Fit for Purpose Equipment:

- Ensure all relevant employees are equipped with approved lock-out equipment. (locks, tags and scissors)

Safe work practices:

- Before starting work on isolated equipment, test to confirm that isolation was effective and that the equipment is safe to work on
- Use the correct PPE when performing lock-out and isolation tasks and when testing equipment
- Ensure the lock-out and isolation registers are completed once the task has been completed

Controlled work environment:

- Adhere to the lock-out and isolation procedure
- When conducting switching, ensure unauthorised personnel are removed from the area
- Follow first line break procedures on process lines that has been made safe to prevent exposure to team members

INTENT

To control and prevent the exposure of employees to live energy sources (mechanical, electrical, hydraulic) or hazardous gases or chemicals

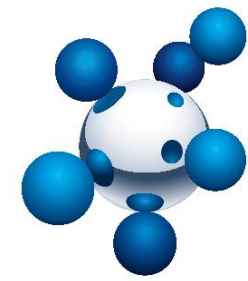## Commitment to myself and my team:

My Commitment to myself:

I will only work on electrical and mechanical process equipment where there is a risk of exposure to energy if:

- I am trained and competent
- I am certain that I follow the latest lock-out and isolation procedures
- I am absolutely sure that I will work on the correct equipment
- I am completely satisfied that it has been made safe

My Commitment to team members:

- I know the equipment has been identified by an authorised person
- I will not take a shortcut when conducting lock-out and isolation as I know this will place me and my team members' safety at risk

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

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Wear correct PPE (personal protective equipment)

These rules will ensure that team members correctly use, fit and dispose of PPE to protect them against workplace hazards

Competent people:

- Ensure that everyone who participates in a task (Sasol or service provider team member) has been trained in the correct use, inspection, limitations, storage and maintenance of PPE

Fit for purpose equipment:

- Inspect all PPE before work starts to ensure it is in a good condition and fits correctly (e.g. respirators)

Safe work practices:

- Understand what the PPE requirements are before we start with a task
- Ensure the task specific PPE is identified in the task risk assessment
- Use PPE according to its specifications and limitations

Controlled work environment:

- Dispose of contaminated PPE correctly in appropriate bins
- Only use approved PPE that complies with the relevant quality standards (SABS, ANSI, etc.)

INTENT

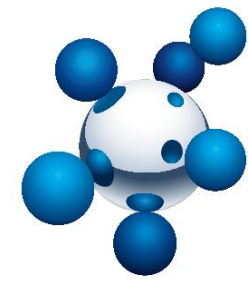**To protect team members against workplace hazards**

Commitment to myself and my team:

My Commitment to myself:

- I use PPE when required to protect myself against workplace hazards
- I wear the correct PPE for the duration of the task
- I ensure I wear my PPE correctly

My Commitment to team members:

- I will stop a fellow team member if I see them not wearing the correct PPE

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

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ALCOHOL & DRUGS are prohibited

These rules will ensure that team members under the influence of alcohol or drugs are prevented from entering a workplace. This will ensure team members are alert to perform work and operate equipment safely

Competent people:

- Train security personnel in the correct use of alcohol and drug screening equipment and techniques

Fit for purpose equipment:

- Breathalyzers must be calibrated and maintained

Safe work practices:

- Report sober for duty. Being under the influence of drugs and alcohol is strictly prohibited in the workplace

Controlled work environment:

- Disclose the use of prescribed medication to your line manager and the possible adverse effects it could have
- Random drug screening can be done on request of management or at the discretion of a concerned team member

INTENT

To prevent intoxicated team members from entering the workplace and causing injuries or incidents
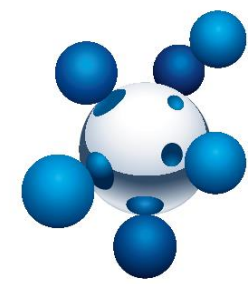

Commitment to myself and my team:

My Commitment to myself:

- I will arrive at work sober and fit for work
- I will not have alcohol or drugs in my possession when I enter Sasol premises
- I will not buy or sell alcohol or drugs on site

My Commitment to team members:

- If I suspect someone is under the influence of drugs or alcohol, I will report it – someone's life may depend on it

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

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ADHERE TO PROCEDURES

These rules will ensure team members comply with the relevant procedures in the interest of health and safety while conducting work on a Sasol site

Competent people:

- Team members and leaders shall ensure they receive instruction or training in the relevant procedures that will enable them to understand the hazards involved in their tasks

- Comply with these procedures

Fit for purpose procedures and instructions:

- Make safe work and operating procedures and other critical safety procedures (e.g. commissioning and decommissioning, safe making) available to team members

- These important procedures and instructions must include the rules and preventative controls required to conduct work safely

- Report impractical and unsafe instructions and procedures to your line manager

INTENT

Making team members aware of the importance of adherence to procedures to prevent serious injuries and fatalities
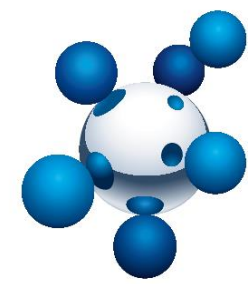
Commitment to myself and my team:

My Commitment to myself:

- I will always adhere to all steps of a task or activity stipulated in a procedure

- I will never take a shortcut

- I will make sure that I am trained in the latest approved procedures

- I will ensure that I know and follow workplace specific procedures

- I will properly keep record of prescribed check lists

My Commitment to team members:

- I will stop team members from taking shortcuts

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

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Keep a safe distance from operational **HEAVY MOBILE EQUIPMENT (HME)**

These rules will ensure that team members are not exposed to any hazards when operating or working around HME

Competent People:

- Only licenced and authorised personnel may operate HME

Fit for Purpose Equipment:

- Ensure HME is fitted with appropriate fail safe brake systems
- Maintain and inspect HME according to a fixed maintenance schedule
- HME must be visible and audible (i.e. lights, hooters and reverse alarms)

Safe Work Practices:

- Conduct pre-use inspections on HME before operating
- Operator must test HME's brakes as part of the pre-use inspections
- Follow all relevant hitching and towing procedures

Controlled Work Environment:

- When not in use, HME must be switched off
- Ensure relevant emergency response equipment and procedures are in place

INTENT

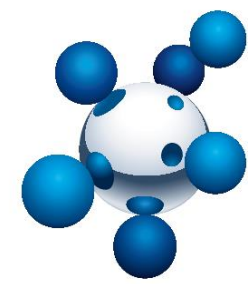**To prevent injuries to employees while using Heavy Mobile Equipment (HME)**

Commitment to myself and my team members:

My Commitment to myself:

- I will always keep a safe distance from HME in operation

My Commitment as an HME operator to my team members:

- I will ensure that other people in the area are aware of the movement of HME

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

EXCAVATIONS

These rules will ensure that team members are safe from exposure to any hazards when performing work in and around excavations

Competent People:

- Ensure that a competent and authorised person supervises excavation work at all times

Fit for Purpose Equipment:

- Ensure that the correct approved types of tools, equipment and machinery are used according to the type of excavation

Safe Work Practices:

- Identify and mark all electrical cables, sewerage pipes, gas and water pipes before starting with the excavation
- Obtain the relevant excavation permit before any excavation work may be carried out

Controlled Work Environment:

- Barricade excavations according to standards
- Clearly mark and communicate entrance and escape routes to everyone
- Shore and slope excavation walls or restrain them mechanically if deeper than 1.5 metres
- Keep materials at least 1 metre away from excavation edges

INTENT

To provide safe working practices to be followed in excavations, to ensure a safe working environment

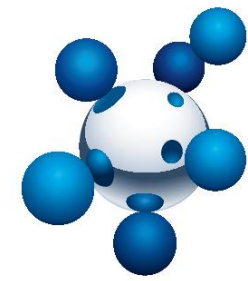## Commitment to myself and my team members:

My Commitment to myself:

- I will adhere to the excavation permit requirements at all times
- I will communicate the excavation permit requirements to all affected personnel

My Commitment to team members:

- I will stop all excavation work immediately if a supervisor gives the order
- I will never turn my back on excavation machinery while it is in operation

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

Prevent FALL OF GROUND (Roof and Sides)

These are the rules that need to be followed to ensure my safety and the safety of my colleagues

Competent People:

- Train all underground personnel to identify hazardous roof and sidewall conditions
- Train all underground personnel on sounding and barring techniques

Fit for Purpose Equipment:

- Provide all underground sections with the correct pinch bar, sounding stick, T- Bar and feeler gauge

Safe Work Practices:

- Follow the barring and sounding procedure
- Adhere to the approved cutting and support sequence at all times
- Comply with the Doc 3 control specifications

Controlled Work Environment:

- Conduct an entry examination at the start of every shift
- Ensure relevant emergency response equipment and procedures are in place

INTENT

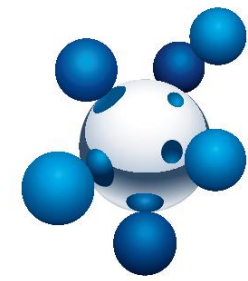**To control the exposure of employees to fall of ground in our work environment**

Commitment to myself and my team members:

My Commitment to myself:

- I will always remain under a supported roof
- I will inspect for hazardous roof and sidewall conditions throughout the shift

My Commitment to my team members:

- I will follow the trigger response action plan (TRAP) process when I identify hazardous roof and sidewall conditions

LIFE SAVING RULES

I choose to comply with our Life Saving Rules

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Control EXPOSURE TO METHANE GAS AND RELEASES:

These are the rules that need to be followed to control methane releases and prevent flammable gas ignitions and coal dust explosions

Competent People:

- Train relevant team members in the use of gas monitors and grant authorization to use it
- Train team members in mining practices and procedures
- Train all team members in emergency preparedness and ensure they know how to respond to a methane related emergency

Fit for Purpose Equipment:

- Ensure all equipment conforms to the flame-proofing standards
- Ensure the methane interlock system is fully functional when the CM is operating
- Ensure gas monitors or gas detectors are calibrated and maintained
- Ensure manual ventilation systems and gas detectors are maintained and fit for use at all times
- Ensure that all picks, sleeves and drilling equipment are sharp and conform to specifications
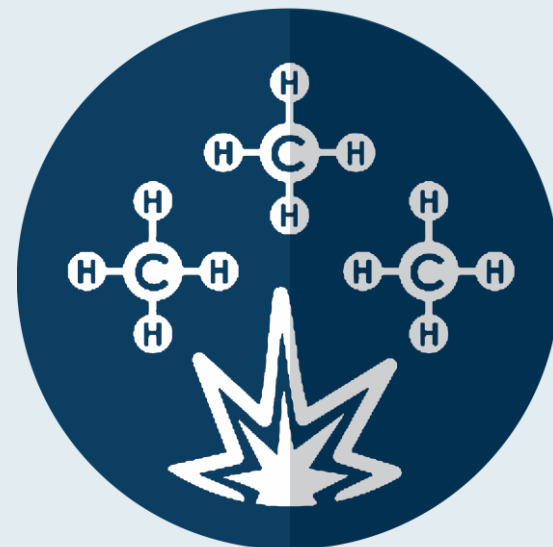
Safe Work Practices:

- Perform gas testing as per mine procedure
- Adhere to the methane trip process
- Adhere to mining production practices and procedures

Controlled Work Environment:

- Ensure that the ventilation conforms to standard at all times
- Ensure that inspections are conducted on all alarms and gas detection equipment on a frequent basis
- Comply with stone dusting standards at all times
- Ensure relevant emergency response equipment and procedures are in place

INTENT

To implement controls that prevent flammable gas ignitions and secondary coal dust explosions in coal mining sections

Commitment to myself and my team members:

My Commitment to myself:

- I will immediately stop work and report if methane is detected at 1%
- I will not take any contraband underground
- I will always wear my rescue pack
- I will only enter areas where is it is safe and authorised to do so
- I will ensure that I only make use of equipment that is fit for purpose and has been inspected
- I will ensure I am trained in the use of gas testing equipment before making use of it

My Commitment to my team members

- I will report any defective ventilation appliances
- I will not ignore any warnings from methane or ventilation measuring devices