

1. OBJECTIVE:

To define authority, responsibilities, implementation methods and principles in order to ensure that Contractor Companies that will work in all operating facilities belonging to the Company and its affiliates comply with the legal regulations, procedures, instructions and rules regarding Occupational Health and Safety, to supervise the operation / facility entrance process of the Contractor Company employees, the field activities within this scope and to apply the penalties for detected nonconformities.

2. SCOPE:

This procedure covers Occupational Health and Safety issues that must be followed by all Contractor Companies during the realization of the works, all kinds of transportation, construction, manufacturing, maintenance, assembly, disassembly, painting, excavation, cleaning etc., contracted to the Contractor Firms by Aydem Yenilenebilir Enerji A.Ş and its affiliates

3. RESPONSIBILITIES:

3.1. Employer Representative (s): is responsible for ensuring the activities of the Contractor Company are performed in accordance with the Occupational Health and Safety rules, the determination of the nonconformities made by the Contractor Company and reporting in writing to the relevant departments of Aydem Yenilenebilir Enerji A.Ş.

3.2. Contractor Company Official: is responsible for ensuring compliance with Occupational Health and Safety, Environmental legislation, procedures, instructions and rules regarding the activities in Aydem Yenilenebilir Enerji A.Ş and its affiliates and taking and implementing all necessary measures to prevent environmental and all occupational accidents and occupational diseases that may occur in the field.

4. DEFINITIONS:

- **AYEAŞ:** Aydem Yenilenebilir Enerji A.Ş.
- **PPE:** Personal Protective Equipment
- **OSH:** Occupational Health and Safety
- **GBF,MSDS:** Material Safety Data Sheet
- **Hazard:** Potential to cause harm or damage, already existing in the workplace or may come from outside, which could affect the employee or workplace.
- **Risk:** Possibility of loss, injury or other harmful consequences resulting from the hazard.
- **Prevention:** All the actions planned and taken to eliminate or reduce the risks related to occupational health and safety at all stages of the work carried out in the workplace.

- **Occupational Accident:** An event occurring in the workplace or due to the conduct of work, causing death or making body integrity mentally or physically disabled.
- **Near-miss Event:** An event that occurs in the workplace but does not hurt the employee although it has the potential to damage the employee, the workplace or work equipment
- **Risk Assessment:** Studies to determine the dangers that exist in the workplace or that may come from outside, to analyze and classify the factors that may cause these hazards to become risks and to analyze the risks arising from dangers and to decide control measures.
- **Material Safety Data Sheet (GBF,MSDS):** It is the documents prepared to inform the user correctly and adequately about the dangers and risks of the relevant chemical substances and other hazardous substances and it constitutes an important part of the efforts to eliminate the risks of Occupational Health and Safety that may occur during the use and storage of chemicals
- **SRC 5 Certificate:** Professional qualification certificate to be obtained by the drivers who will carry dangerous goods.
- **ADR Certificate:** European Agreement on International Carriage of Dangerous Goods by Road
- **Periodic Control:** It is the examination, test and test activities carried out by authorized persons in accordance with the specified methods and at the intervals stipulated in the regulations.

5. IMPLEMENTATION

The Purchasing Department of Aydem Yenilenebilir Enerji A.Ş will give the Contractor Companies a list of the "**Contractor Procedure**" and "**ANNEX-1 Documents to be Prepared by the Contractor Company**" in addition to the service contract.

- Contractor Company cannot start work in Aydem Yenilenebilir Enerji A.Ş. and its affiliates before preparing the documents in ANNEX-1.
- Business documents of the Contractor Company will be checked by the **Plant Officers/the Department**, according to the "**Annex-2 Contractor Companies Document Checklist**" and if the documents are missing, work permits to work in Aydem Yenilenebilir Enerji A.Ş., and its affiliates will not be provided

5.1. GENERAL OCCUPATIONAL HEALTH SAFETY RULES AND WARNINGS

- Employees cannot start work without training on occupational health and safety and medical examination. This procedure covers Contractors Companies that will work in Aydem Yenilenebilir Enerji A.Ş and its affiliates for all kinds of transportation, construction, manufacturing, assembly, painting, cleaning, etc.

- As long as Contractor Companies work in Aydem Yenilenebilir Enerji A.Ş. and its affiliates, they must take all necessary legal measures and show minimum care. In case of any loss since the Contractor Companies or employees fail to take the required measures, all damages will be covered by the Contractor. By signing this procedure, the Contractor Companies agree in advance to pay all damages that may be incurred by Aydem Yenilenebilir Enerji A.Ş. and its affiliates due to their negligence or omissions with the interest thereof and without any objection or claim.
- As long as Contractor Companies work within Aydem Yenilenebilir Enerji A.Ş. and its affiliates, they are obliged to ensure that its employees work in accordance with the legal requirements and instructions given by the employer.
- Contractor Companies, whose number of employees exceeds 50 and work for more than 6 months, must also establish a **Occupational Safety Board** within the scope of the "**Regulation on Occupational Health and Safety Boards**".
- Contractor Companies are obliged to get Occupational Health and Safety service from a joint health and safety unit or to assign Occupational Safety Specialist and Occupational Physician within the company. The persons appointed and assigned to this task (Occupational Safety Specialist and Occupational Doctor) must be notified to Aydem Yenilenebilir Enerji A.Ş. OHS, Environment and IMS Directorate.
- Contractor Companies are required to revise their Risk Analysis Reports and work after the risks are eliminated. The employer representative of the Contractor must train his employees about the risks specified in the Risk Analysis Report prepared, have them use personal protective equipment and ensure the safety of their employees with warning signs.
- All Contractor Companies must obtain information about Occupational Health and Safety Law No. 6331 and the Labor Law No. 4857 regarding the work to be performed and inform its employees before starting work in Aydem Yenilenebilir Enerji A.Ş. and its affiliates .
- If the contractor companies do not comply with the Occupational Health and Safety rules, Employer Representative, OHS, Environment and IMS Directorate and Occupational Safety Specialists of Aydem Yenilenebilir Enerji A.Ş., and affiliated companies can stop the activities of the Contractor Company without any notice until the violation or nonconformity is remedied.
- Ceasing the activities of a Contractor Company by Aydem Yenilenebilir Enerji A.Ş. and its affiliates does not mean that Contractor Companies waive or cancel their use of other rights and powers arising from the contract. No time extension will be requested for the stopped time in case of violation of such legislation, and a penalty amount determined by Aydem Yenilenebilir Enerji A.Ş. and its affiliates

will be collected from the Contractor Company or deducted from the progress payments of the contractor.

○ Aydem Yenilenebilir Enerji A.Ş. may terminate the contract of a Contractors that works improperly. In such a case, if there is any damage to Aydem Yenilenebilir Enerji A.Ş., it will be evaluated whether any progress payments will be made to the contractor regarding the work done so far. The Contractor Company does not have the right to object to the evaluation.

○ The Contractor Company will perform all its works and operations in accordance with the Environmental Law and regulations. All administrative and material sanctions that may result from a practice contrary to the Environmental Law and legislation will be incurred by the Contractor Company and by no means Aydem Yenilenebilir Enerji A.Ş. and its affiliate companies will not be held responsible for these practices.

○ The Contractor Company will inform the OHS, Environment and IMS Directorate and undertake any legal sanctions that may occur and cause any environmental damage during the execution of the works.

○ Contractor Company will ensure its employees participate in the environmental training programs provided by Aydem Yenilenebilir Enerji A.Ş., the OHS, Environment and IMS Directorate.

○ Contractor Companies are required to comply with the relevant regulations of Occupational Health and Safety and take appropriate Occupational Health and Safety measures in order to prevent occupational accidents and occupational diseases.

○ Aydem Yenilenebilir Enerji A.Ş. and its affiliate companies may cause Contractor Companies or their employees to leave work if they do not comply with this procedure or cancel all orders by incurring any damages that may occur.

○ Contractor Companies agree in advance that will comply with and follow the rules set out in all documents such as instructions, procedures, prohibitions, warnings, and notices regarding all Occupational Health and Safety related to the workplace in Aydem Yenilenebilir Enerji A.Ş. and affiliated companies.

○ Contractor Companies, will not be able to start work unless they deliver the documents specified in the "Work Permit Form " to the relevant departments of Aydem Yenilenebilir Enerji A.Ş. and its affiliates and get the required approvals.

○ Contractor Companies will provide PPE to its employees in accordance with the "Regulation on the Use of Personal Protective Equipment in the Workplace" and will monitor their use.

○ The Contractor Company will ensure that the PPE used is suitable for the work performed and in sufficient numbers and level to protect the employees from all kinds of dangers.

○ Personal protective equipment to be used by the employees of the Contractor Company must have the following features;

- Work Uniform
- Hard Hat TS EN 50365, TS EN 397+A1
- Safety Footwear (Work Shoes) TS EN ISO 20345, TS EN ISO 20346 TS EN ISO 20347, TS EN ISO 20349-1-2
- Parachute Type Harness TS EN 358, TS EN 361, TS EN 12277+A1, TS EN 813
- Double Arm Shock Absorber Lanyard TS EN 355
- Gloves TS EN 388 +A1, TS EN 420+A1
- Full face shield TS 6860 EN 175, TS EN 208, TS EN 1731, TS EN 14458
- Safety Glasses TS 5560 EN 166, TS EN 167, TS 5558 EN 168, TS EN 169-70, TS 8435 EN 171, TS EN 172, TS 6860 EN 175, TS EN 207, TS EN 208, TS EN 379+A1, TS EN 1731

Work Uniform: It will be a uniform made of suitable fabric, loose-fitted that will not prevent movement, and with no loose end that may cause tripping and will have reflectors so as to be noticed from afar.

Head safety: The helmets should be yellow and comply with the standards.

Foot safety: General purpose safety footwear with basic and additional (optional) features. For example, they have resistance againsts mechanical risks, slipping, thermal risks and ergonomic behavior. Shoes suitable for working conditions must be provided.

Harness: It is mandatory to use a seat belt when working at height such as on scaffolding, platform, roof, etc.

Energy absorbers for falling down from heights: It is mandatory to use a lanyard with shock absorber in combination with the seat belt (harness).

Hand Protection: Gloves should be resistant to metal cuts and have protective properties against hazardous chemicals, microorganisms, and flexibility that will not adversely affect performance.

Shirts: Cotton should be preferred.

Full face shield: It is mandatory for all kinds of cutting and grinding processes.

Safety Goggles: Safety glasses should cover the area between eyebrow and cheekbones and sides should also contact the face.

- It is forbidden for the employees of the Contractor Company to be in any place other than the field shown and worked.

- Contractor Companies are responsible for the Occupational Health and Safety of their employees and their behaviors and actions at Aydem Yenilenebilir Enerji A.Ş. and their.
- Contractor Companies are obliged to take Occupational Safety measures in their activities.
- It is strictly forbidden for the Contractor Company employees to sit, sleep and eat in places that may be dangerous during lunch break and other leisure time.
- Contractor Company employees will comply with the notices to be made and employees who are in the habit of not complying with such will not be allowed into Aydem Yenilenebilir Enerji A.Ş. and its affiliate companies and cannot make any requests in this regard.
- Those who cannot have the documents showing that they have received vocational training related to their job will not be employed in dangerous and very dangerous class works.
- **The list of professions, for which the vocational qualification certificate is made a requirement as published by the Vocational Qualifications Authority of the Ministry of Family, Labor and Social Services will be taken into consideration.**

11 November 2018 SUNDAY

Official Gazette

Number : 30592

COMMUNIQUE

The Ministry of Family, Labor and Social Services:

**COMMUNIQUE ON THE PROFESSIONS WITH MANDATORY VOCATIONAL QUALIFICATIONS OF
THE VOCATIONAL QUALIFICATIONS AUTHORITY
(Publication No: 2018/1)**

Objective and Scope

ARTICLE 1 – (1) The purpose of this Communiqué is to identify and publish the professions that are dangerous and very dangerous jobs, where the Vocational Qualification Authority Vocational Qualification Certificate is compulsory for the employees.

Certificate Requirement

ARTICLE 3 – (1) Those not having the Vocational Qualification Certificates cannot be employed for the professions that are dangerous and very dangerous and whose standard has been published by the Vocational Qualifications Authority twelve months after the publication date of this Communiqué.

(2) For those who have Certificate of Competency in accordance with Vocational Education Law, No.3308, dated 5/6/1986 and those graduated from vocational and technical high schools of the

Ministry of National Education and departments of vocational and technical education of the universities and employed in the departments and the professions specified in their diploma, the requirement in the first paragraph does not apply.

- The Contractor Companies have to obtain permit from AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliates to employ subcontractors and those who without a permit will not be accepted into the working site of AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliates. In case of working with the subcontractor in this way, all obligations specified in this procedure will apply to the subcontractors. If the Subcontractors act against these obligations, AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliate companies may request any of these contractors to remedy the violation or indemnify the damages incurred. In such a request, the Contractor Companies are responsible for the elimination of the violation and indemnification of damages without any claims.
- Upon approval of the General Manager of Aydem Yenilenebilir Enerji A.Ş., the Contractor Companies may be asked to have a full-time OHS Specialist, taking into account the duration and dangers of the work.

5.2. GENERAL WORKING PRINCIPLES AND RULES TO BE FOLLOWED

5.2.1. Employees of the Contractor Company

- ✓ They will wear uniforms.
- ✓ They will have name badges on uniforms with names written on it.
- ✓ They will wear luminous vest over the uniforms with the name of the Contractor Company written on it.
- ✓ They will wear uniform hard hat in color approved by the management of Aydem Yenilenebilir Enerji A.Ş. .
- ✓ They will wear uniform safety shoes.
- ✓ They will not wear rings, necklaces, watches, earrings, etc. during work.
- ✓ They will have all personal protective equipment required for work. (Gloves, safety glasses, earbuds, boots, overall, etc.)

5.2.2. Work Area

- The Contractor Company may only be in work areas designated by Aydem Yenilenebilir Enerji A.Ş. and its affiliates.
- Contractor Companies will explicitly limit the hazardous parts within the work areas and put warning signs visibly written on them.

- They go directly to this working area before the start of the work and after the end of the work, they will leave the operation in the same way. In other fields, if it is related to work, they will obtain permit from Aydem Yenilenebilir Enerji A.Ş. and its affiliates in advance.

- Before starting the work, each Contractor Company will discuss in detail and receive information about the work to be performed with the employees of Aydem Yenilenebilir Enerji A.Ş.
- Before starting work, it will be checked whether there is a hazard in the work area (eg hazardous materials, danger of falling, etc.) or whether there may be a hazard when working.
- Before starting work, the area to be worked on will be surrounded by safety tape or buoys and the "Work in progress" sign will be hung.
- If the work to be performed may pose a danger to other employees, the Contractor Companies will contact the person in charge, Occupational Health and Safety Specialists and Engineer/Manager in charge of Aydem Yenilenebilir Enerji A.Ş and its the affiliates and discuss the measures to be taken and implement the decisions to be taken.
- During the work to be performed, the front doors, fire extinguishers and cabinets marked will be kept unoccupied and fire extinguishers will not be used for any other purpose.
- Necessary personal protective equipment (glasses, gloves, masks, etc.) related to the work under their responsibilities will be provided to the employees and their use will be particularly monitored and controlled by the Contractor's officer.
- Contractor Companies will explicitly limit the hazardous parts within the work areas and put warning signs visibly written on them.
- Contractor Companies will never employ uninsured employees under the age of 18 (eighteen) in the work area. Those who will work in dangerous and very dangerous jobs must have "vocational training" related to their work and submit the document regarding. It is necessary to submit a medical report that the health status of those who will work shifts is suitable for that work, and that the health status of those who will work indoors and at height are suitable for working in these areas. If they fail to document, they cannot work.
- Contractor Companies should immediately contact Aydem Yenilenebilir Enerji A.Ş. and affiliate companies will notify their authorities if any hazardous situation or accident occurs in the area where their employees work.

5.2.3. Occupational Health and Safety Legislation

- In the work sites of Aydem Yenilenebilir Enerji A.Ş and its affiliates, Labor Law No. 4857, Occupational Health and Safety Law No. 6331, and regulations and communiqués published by the Ministry of Family, Labor and Social Services will apply
- Aydem Yenilenebilir Enerji A.Ş and its affiliates have an Occupational Health and Safety detection and recommendation book. Each Contractor Company must immediately remedy any non-conformities to be written by the Occupational Safety Specialist and/or Occupational Physician in this book
- Contractor Company is solely responsible for all damages and negativities if failed to remedy such nonconformities specified.
- Aydem Yenilenebilir Enerji A.Ş. and its affiliates will not have any responsibilities in this regard.
- Complying with the legislation is important not only for the Contractor Companies but also for the employer and even the third parties. All Contractor Companies will act with this awareness.
- All Contractor Companies that will work in the plants of the relevant company will be fully committed to the Occupational Health and Safety Procedure and Managements Systems of Aydem Yenilenebilir Enerji A.Ş. and its affiliates (ISO 27001, ISO 9001, ISO 14001, ISO 50001 ve ISO 45001).

5.2.4. Prohibitions

- Contractor Companies cannot employ young workers under the age of 18.
- Contractor Company employees cannot be in the working areas of Aydem Yenilenebilir Enerji A.Ş. and its affiliates without working clothes, hard hat, safety shoes.
- It is forbidden to use alcohol and drugs in Aydem Yenilenebilir Enerji A.Ş and its affiliated companies. Contractor Company employees, who are found to be under the influence of such substances, are immediately removed from the working areas of the company.

5.2.5. Traffic

- ✓ Contractor Company employees will follow 20km/h speed limit within all working areas of Aydem Yenilenebilir Enerji A.Ş. and tis affiliates.
- ✓ No vehicles other than the ones permitted by the Contractor Company for entry and exit will not be allowed inside.
- ✓ The vehicles of the Contractor Company will always be parked in exit direction. While parking, attention will be paid not to obstruct passage ways.

5.2.6. Fixed Assets of Aydem Yenilenebilir Enerji A.Ş.

Contractor Companies are liable for any damages that may arise from the use of tools, equipment, machinery, units or materials owned by Aydem Yenilenebilir Enerji A.Ş and it affiliates and the

Contractor Companies may use these tools, equipment and materials only within the permission and knowledge of the authorized bodies of the company.

5.2.7. Machinery, Tools and Equipment of the Contractor Companies

They must comply with the regulations of the Occupational Health and Safety Law No. 6331. They should be locked up at the end of the shifts. Aydem Yenilenebilir Enerji A.Ş. and its affiliated companies cannot be held responsible for any loss. Compressed gas cylinders, other hazardous work tools can only be stored in the locations provided for them.

5.2.8. Handling and Lifting Vehicles

- It is forbidden for Contractor Companies to use the cranes and other lifting and transportation vehicles of the company on their own.
- Operators of the contractor companies who use construction equipment and lifting vehicles must have operator certificates. Those who do not have any operator certificate are prohibited from using construction equipment and lifting vehicles.
- Unless the copies of the conformity certificate of the lifting vehicles and periodic control documents are delivered to Aydem Yenilenebilir Enerji A.Ş. and its affiliates and they are found compliant as a result of controls, they are not allowed to enter the facility operational areas. For this reason, the certificates of the construction machinery, tools and equipment, annual periodic control documents will be delivered to the plant where the work will be carried out before arrival to the site.
- It is only possible to use the vehicles, if it is compulsory for the work to be performed and if there are employees with sufficient knowledge, skills, training and qualifications to use such. Copies of these documents will be delivered to the plant.
- It is forbidden to travel in vehicles without a seat.
- Contractor Companies to work at Aydem Yenilenebilir Enerji A.Ş. and its affiliates will work according to the **"(ISG.TLM.005) Heavy Load Handling and Lifting Works Instructions"**.
- Contractor Companies operating in Aydem Yenilenebilir Enerji A.Ş. and its affiliated companies fill **"(ISG.FRM.005) Heavy Load Handling and Lifting Works Work Permit Form"** before starting work.

5.2.9. Hot works

5.2.9.1. Contractor Companies to work in Aydem Yenilenebilir Enerji A.Ş. and its affiliates will work according to **"(ISG.TLM.010) Hot Work Work Permit Instructions"**.

5.2.9.2. **"(ISG.FRM.010) Hot Jobs Work Permit Form"** will be completed for works to be performed as hot works. Whether the necessary precautions are taken for the work to be performed will be

checked first by the Contractor's specialist / expert. After final controls by the Plant Managers/Shift Supervisors, and approval are signed, the works will be started.

5.2.9.3. For hot works or processes (welding, cutting, soldering, grinding, heating etc.), the officier in charge of Aydem Yenilenebilir Enerji A.Ş. and the affiliates should be contacted and necessary measures should be taken.

5.2.9.4. In terms of fire safety, fire extinguishers will be kept in places that are easily accessible in the working area against the fire risk that may be caused by flammable materials (sparks, molten metal or slag) during hot works. At the end of the work, the fire extinguishers should be moved back to their actual location. The fire extinguishers used will be reported to the manager of the relevant plant. Each Contractor Company is responsible for any damages that may occur if these rules are not observed.

5.2.9.5. Before hot work, coal dust or parts and flammable materials in or around the work area will be removed from the environment.

5.2.9.6. The area of hot works will be cleaned from oil and garbage before work.

5.2.9.7. While welding, personal protective equipment suitable for the work such as welding mask, hood, welder protective suit, safety shoes, leather apron, protective leggings and leather welding gloves will be used.

5.2.9.8. Welding hoses will not be cracked or worn out. Even the smallest damage in the hoses must be removed immediately. Hoses should be safe against burns, sprains and passing over.

5.2.9.9. Vertical gas cylinders should be fixed and secured by appropriate fasteners such as clamps or chains against falling down.

5.2.9.10. While moving the tubes, they should be transported with their special trolleys, and not by being thrown or rolling.

5.2.9.11. There should be safety valves in the welding tubes and arrestors at the cap of the blowtorch to prevent flackback.

5.2.9.12. Manometers on welding tubes must be intact and checked frequently.

5.2.9.13. Welding clips must be insulated.

5.2.9.14. When the tubes are not used, their valves should be closed and their protective caps should be fitted.

5.2.9.15. It should be checked whether there is gas leak in the welding tubes, whether there is a pressure gauge and pressure reducer, and whether the safety valves on them are in good condition before each use.

5.2.9.16. Flammable gas cylinder hose and oxygen gas cylinder hose should be of different color

- 5.2.9.17. Oxygen cylinders should not be used in oily environments and should never be in contact with grease and oily gloves.
- 5.2.9.18. Grinding work should not be performed with hewn stone. Stone guards of grinding machines should be kept. Under no circumstances should the handles of the spiral cutting tools be removed.
- 5.2.9.19. Welding tubes should not be exposed to direct sunlight.
- 5.2.9.20. The working area should be surrounded by welding panels (with screens) where necessary to prevent damage to the employees in the surrounding areas.
- 5.2.9.21. If welding process will be performed in a closed environment, the environment must be ventilated during the work.
- 5.2.9.22. When working with oxygen-acetylene or oxygen-LPG in closed areas, the tubes should be kept outside the closed area.
- 5.2.9.23. No smoking will be allowed during welding.
- 5.2.9.24. If welding works are performed in areas that do not have ventilation facilities such as Closed-Narrow area, **“Supplied Air Respirators”** or **“Self-contained Respirators”** will be used.
- 5.2.9.25. In outdoor works, welding tubes should be kept at least 10m away from the work place.
- 5.2.9.26. In hot works to be done at height, scaffolding or work platforms should be installed to prevent falling from height, working equipment at height should be used. Anchoring points (fixing points) or lifelines to which seat belts can be attached should be created. The area under the works at height should be surrounded by a safety strip and warning signs should be placed and a watcher should be assigned where necessary to prevent the passage of unauthorized personnel.
- 5.2.9.27. Cables and extensions must be intact. Inappropriate ones must be replaced immediately.

5.2.10. Working at Heights

- 5.2.10.1. The work performed in all kinds of areas where there is a level difference and the possibility of injury as a result of falling is considered "working at height".
- 5.2.10.2. Contractor Companies that will work in Aydem Yenilenebilir Enerji A.Ş and its affiliates will work according to **“(ISG.TLM.003) Working at Height Work Permit Instruction”**.
- 5.2.10.3. **“(ISG.FRM.003) Working at Height Work Permit Form”** will be filled in for works to be performed at height. Whether the necessary precautions are taken for the work to be performed will be checked first by the Contractor’s specialist/expert. After final controls by the Plant Managers/Shift Supervisors, and approval are signed, the works will be started.

- 5.2.10.4. Contractor personnel to work at height should not have fear of heights. Therefore, a doctor's report is requested for staff working at height. Any staff without a doctor's report will not be allowed to work at height.
- 5.2.10.5. While working at height, Lanyard with parachute type harness, double arm, double carabiners and shock absorber and retractable fall arresters and positioners depending on the working area should be used.
- 5.2.10.6. For the team to work on the scaffold, training must be provided on "Working at Health and Hazards" by the Contractor Company Occupational Safety Specialist and the training must be documented.
- 5.2.10.7. It should be ensured that the work are planned and organized in advance, and that issues related to falling from height are included in the emergency response plan.
- 5.2.10.8. Scaffolding or ladders to be used in these works will comply with the Occupational Health and Safety, No.6331, "Communiqué on Exterior Work Scaffolds" consisting of Wood and Prefabricated Steel and Aluminum Alloy Components "and" Construction Works Regulation ".
- 5.2.10.9. The scaffolds will be installed or disassembled only by experienced and trained masters under the management of the technical staff authorized (Certified). The scaffolds will be inspected and checked visually before daily use and at least once a week, and the sign and date of the controlled will be specified on the scaffolding tag.
- 5.2.10.10. Any changes (elavation, additional connections, platform extensions, etc.) planned to be made on the scaffolding will be made under the approval and supervision of the authorized technical personnel who have a certificate in this regard.
- 5.2.10.11. The side-front and middle railings of the platform on the scaffolds must be at least 110 cm high and a 15 cm high base board (skirting board) will be made to prevent material falling on the platform edges.
- 5.2.10.12. In order to prevent falling, all kinds of working ground will be kept clean and unobstructed.
- 5.2.10.13. In the works carried out at a height where stairs and scaffolding cannot be used, mesh steel horizontal or vertical lifelines will be created in accordance with the standards. It will be ensured that these lifelines are connected to the secure Anchor (fixing) point.
- 5.2.10.14. Personal Protective Equipment to be used in working at height will be checked before each use.
- 5.2.10.15. 40-Any assembly, maintenance and repair works performed at high wind speeds above 40-50 km / h will be stopped.

5.2.11. Steel Scaffoldings

5.2.11.1. İskelelerin taşıyabilecekleri azami ağırlıklar, levhalar üzerine yazılacak iskelenin uygun ve görülebilir yerlerine asılacaktır. Belirtilen bu ağırlıkların iskele üzerinde düzgün yayılı olarak dağıtılmasına dikkat edilecek, bu ağırlıkları aşan yükler iskelelere yüklenmeyecektir.

The maximum weights that the scaffolders can carry will be hung on the appropriate and visible parts of the pier to be written on the boards. Attention will be paid to distribute these specified weights evenly on the scaffolding, loads exceeding these weights will not be loaded on scaffolds.

5.2.11.2. In cases where night work is necessary and mandatory, and where daylight is insufficient, adequate illumination will be provided, and electrical cables and devices will be positioned so as not to pose a danger to both the scaffolds and the employees.

5.2.11.3. It should be ensured that existing workplaces and passageways do not become slippery due to natural factors such as ice, snow, rain and other factors such as dirt, rust, oil, and preventive measures should be taken and regular maintenance should be provided. Steel or metal scaffolds will be grounded against static electricity

5.2.11.4. The working areas should be as horizontal as possible, and in cases where the slope exceeds 1/5, foot holders that will be securely fastened over the entire width will be kept on the platform.

5.2.11.5. In the scaffolding systems, the main, secondary and connection elements that are deformed and corroded will not be used.

5.2.11.6. The size of the head distance between the working areas will be at least 190 cm.

5.2.11.7. Disassembling the scaffold will start at the top.

5.2.12. Suspended Scaffolds

5.2.12.1. Ropes to be used for the scaffold load-bearing system, mechanical installation and engine assembly, braking systems, work platform and other safety equipment providing movement will be checked daily before starting work.

5.2.12.2. Before starting to use, the machines, equipment and cranes that provide the movements of the scaffolding are prepared and certified by the authorized technical staff who will assemble them and these documents will be available in the contractor.

5.2.12.3. Documents indicating that the machinery, equipment and cranes providing the movement of the suspended scaffolds are suitable for use by the authorized technical staff who assemble them before they are used.

5.2.12.4. It will be ensured that the scaffolding are suspended without moving left or right during the operation.

5.2.12.5. No ladders will be used in suspended scaffolds.

5.2.12.6. The maximum amount of load that the scaffolds can bear will be specified, and no more than this amount will be loaded.

5.2.12.7. Safety in power-driven rope suspended scaffolding systems, overload detection systems, automatic speed sensing systems, rope end limit switches to be activated at the lowest and highest operating levels, anti-collision devices if there is a dangerous situation arising from the structure, inclination sensors that allow the scaffold platform to remain in the horizontal plane systems will be found

Wooden Scaffolding will never be used for works.

5.2.13. Use of Hazardous Chemicals

5.2.13.1. Hazardous chemicals, acids, mineral oils, paints, solvents, thinners, descalers, etc., can only be used upon approval of the Plant Manager of only AYDEM YENİLENEBİLİR ENERJİ A.Ş and its affiliates (When necessary OSH; Environment and IMS Manager's support will be requested).

5.2.13.2. Hazardous substances with the following specifications may be used at AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliated companies.

❖ **Easily inflammable, harmful to health, corrosive, irritative**

5.2.13.3. Hazardous substances with the following specifications will not be used at AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliated companies

❖ **Explosive, Toxic, Carcinogenic , Asbestos,etc.**

5.2.13.4. It will be ensured that all hazardous material packaging has the correct marking labels according to the environmental regulations.

5.2.13.5. No hazardous materials will be poured into water, soil or sewage systems in AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliates. In case of spillage, actions will be taken immediately and absorbent materials will be used to prevent spreading and the absorbents used will be thrown into the relevant waste container. Information on spillage will be given to the OHS, Environment and IMS Directorate.

5.2.14. Waste Management

5.2.14.1. Working areas will be left clean.

5.2.14.2. Regarding the procedures for collecting wastes that are released during the works in the field of activity and that cannot be used / recycled / recovered (metal, wood, plastic, paper etc.) at the source, Plant Manager of AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliates will be contacted and the waste will be collected and moved to a designated area in accordance with the instructions given. (When needed, support will be received from the OHS, Environment and IMS Directorate.)

5.2.15. Underground Works

5.2.15.1. Contractor Companies to work at AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliates will work according to the **“(ISG.TLM.004) Excavation Works Instruction”**.

5.2.15.2. **“(ISG.FRM.004) Excavation Works Work Permit Form”** will be filled in for the works to be carried out as excavation works. Whether the necessary precautions are taken for the work to be performed will be checked first by the Contractor’s specialist/expert. After final controls by the Plant Managers/Shift Supervisors of AYDEM YENİLENEBİLİR ENERJİ A.Ş and its affiliates and approval are signed, the works will be started.

5.2.15.3. Information regarding the location of electrical cables, water installation, air installation, natural gas installation, etc. that pass under the ground will be obtained from the officers of AYDEM YENİLENEBİLİR ENERJİ A.Ş and its affiliated companies and instructions given by the authorities will be strictly followed. Construction areas, pits, canals etc. , will be surrounded with safety strips or buoys and warning signs will be placed in a way that it will be noticed so that other employees may not be involved in an accident. The excavation area will be noticeably lightened.

5.2.16. Indoor Works

5.2.16.1. Contractor Companies to work in AYDEM YENİLENEBİLİR A.Ş and its affiliates will work according to **“(ISG.TLM.002) Entrance to Indoor Areas Work Permit”**.

5.2.16.2. **“(ISG.FRM.002) Indoor Area Work Permit Form”** will be filled in for works to be carried out in closed areas. Whether the necessary precautions are taken for the work to be done will be checked first by the Contractor’s specialist expert. After final controls by the Plant Managers/Shift Supervisors of AYDEM YENİLENEBİLİR ENERJİ A.Ş and its affiliates and approval are signed, the works will be started.

5.2.17. Electrical works

5.2.17.1. Contractor Companies that will work in AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliates will work according to **“(ISG.TLM.006) Electrical Works Work Permit Instruction”**.

5.2.17.2. **“(ISG.TLM.006) Electrical Works Work Permit”** will be filled in for works to be carried out in closed areas. Whether the necessary precautions are taken for the work to be done will be

checked first by the Contractor's specialist expert. After final controls by the Plant Managers/Shift Supervisors of AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliates and approval are signed, the works will be started.

5.2.17.3. Permission from the relevant plant personnel must be obtained by the Contractor Company representative in order to use the electrical tools or machines owned by AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliates. Tools and materials used will be returned to the plant personnel at the end of the work.

5.2.18. Working in water, Water Vapor and Compressed Air Installations

5.2.18.1. The work to be performed by the Contractor Company in any of these installations is only possible if accompanied by the relevant staff of AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its. Any intervention by the Contractor Company alone is prohibited

5.2.19. Reporting Accidents and Damages

5.2.19.1. The following emergencies caused or observed will be immediately notified by the Contractor to the managers of AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliates.

- ❖ Work accidents resulting in injuries
- ❖ Fire
- ❖ Leakage in any installation (compressed air, water, bapor, etc.)
- ❖ AYDEM YENİLENEBİLİR ENERJİ A.Ş. will not be responsible for other malfunctions or damages that need to be intervened, accidents that may occur during the works to be carried out by the Contractor Company within the facility and the damages and losses that may be caused by these accidents and the Contractor Company shall be solely responsible for any material and moral damage to the Contractor Company employees and third parties.

5.2.20. Confidentiality Obligation

5.2.20.1. It is forbidden for the Contractor Company employees to take photos within the Company. For exceptional cases, a permit is obtained from the management of AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliates.

5.2.20.2. Any file, drawing, electronic data, text, photocopy etc. cannot be reproduced without the permission of the management and AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliates and such will not be taken out of the working area and will not be disclosed to third parties.

5.2.21. Termination of Contract or Temporary Suspension

5.2.21.1. The works of the Contractor Companies that act against the procedures and contracts, do not use PPE and do not comply with the instructions of the managers of AYDEM YENİLENEBİLİR ENERJİ A.Ş and its affiliates will be suspended and they will not be allowed to work until the appropriate conditions are met.

5.2.21.2. In case of delays, all rights of AYDEM YENİLENEBİLİR ENERJİ A.Ş and its affiliates to refer to the conditions specified in the contract, request indemnity, terminate the contract, have the works performed by someone else are reserved

5.2.22. Security (Entrance)Rules

5.2.22.1. Contractor Company personnel to work in AYDEM YENİLENEBİLİR ENERJİ A.Ş and its affiliates will be provide training about OHS and Emergency Situations by the facility staff before starting work.

5.2.22.2. Contractor Company personnel who are not trained about OHS and Emergency Situations will not be granted a work permit.

5.2.22.3. The contractor company that will enter the working area of AYDEM YENİLENEBİLİR ENERJİ A.Ş and its affiliates for the first time, will submit the security department, the list of employees, the list of license plates of vehicles to enter and exit, and license copies. No one or vehicle other than these persons and vehicles will be allowed to enter on behalf of that Contractor Company.

5.2.22.4. A "Vehicle card" will be given to the vehicles that will enter and exit on behalf of the Contractor Company. No Contractor Company vehicle without these vehicle cards will not be allowed into the facility.

5.2.22.5. For vehicles entering and exiting the facility, the Contractor Company employees must obey all the instructions of the security guards and provide assistance during daily checks.

5.2.22.6. Even if it is licensed; no firearm, guns or stabs will be allowed in by the security

5.2.23. Penal Clause

5.2.23.1. If it is found that the Contractors fail to comply with the conditions of the procedure of AYDEM YENİLENEBİLİR ENERJİ A.Ş., or other hazardous situations and actions determined by the employer even if not specified in the procedure, the "Penalty Table" specified in ANNEX-3 will be applied and the penalty will be reduced from the progress payment of the Contractor by the Employer.

NOTE: * Administrative fines will be imposed per employee for personal non-compliances

* The fines to be applied to the contractors is determined based on the “Administrative Fines to be applied in 2019 according to the OHS Law No. 6331” published by the Ministry. Administrative fines will be imposed on contractors, taking into account the Administrative Fines Table updated by the Ministry every year.

5.2.24. Authority to change

5.2.24.1. AYDEM YENİLENEBİLİR ENERJİ A.Ş. and its affiliates may request that the measures not specified in this procedure for the works to be performed. In addition, the right to authorize some works are also reserved.

5.2.24.2. The compliance of the Contractor’s documents will be checked by the plant supervisors in facilities, Human Resources and OHS, Environment and IMS Directorate of AYDEM YENİLENEBİLİR ENERJİ A.Ş and its affiliates.

6. REFERENCE DOCUMENTS

1. ANNEX-1 Documents to be prepared by the Contractor Company
2. ANNEX-2 Contractor Company Document Checklist
3. ANNEX-3 Administrative Fines to be applied to Contractors not complying with the Occupational Health and Safety Law, No.6331 and relevant Regulations,
4. İSG.TLM.002 Entrance to Closed Areas Work Permit Instructions
5. İSG.FRM.002 Entrance to Closed Areas Work Permit Form
6. İSG.TLM.003 Working at Height Work Permit Instructions
7. İSG.FRM.003 Working at Height Work Permit Form
8. İSG.TLM.004 Excavation Works Instructions
9. İSG.FRM.004 Excavation Works Work Permit Form
- 10.İSG.TLM.005 Heavy Load Handling and Lifting Works Instructions
- 11.İSG.FRM.005 Heavy Load Handling and Lifting Works Work Permit Form
- 12.İSG.TLM.006 Electrical Work Work Permit Instructions
- 13.İSG.FRM.006 Electrical Works Work Permit Form
- 14.İSG.TLM.010 Hot Works Work Permit Instruction
- 15.İSG.FRM.010 Hot Works Work Permit Form

7. REFERENCES

1. OCCUPATIONAL HEALTH AND SAFETY LAW, 6331

2. LABOR LAW, 4857
3. OCCUPATIONAL HEALTH AND SAFETY REGULATION FOR CONSTRUCTION WORKS
4. COMMUNIQUE OF THE MINISTRY OF ENVIRONMENT AND URBANIZATION FOR WOODEN AND PREFABRICATED STEEL AND ALUMINUM ALLOYED COMPONENTS

ANNEX-1 Documents to be prepared by the Contractor Company

No	ANNEX-1 Documents to be prepared by the Contractor Company
1	Previous month's Social Security Institution Service List (SGK Statement of Employment for New Employees)
2	Occupational Health and Safety Training Participation Certificate
3	Vocational Qualification Certificate
4	Employment or Periodic Medical Examination Reports * According to the workplace hazard class, they will bear the stamp and signature of the Occupational Physician, and it will be stated that the employee can work in compliance with the hazard class, and it also be stated that the employee can work against the special risks required by its duty and title (Medical Reports stating that those who work at night and at height are eligible to work)
5	Personal Protective Equipment (PPE) Custodian Records.
6	If there is a staff working on a temporary duty, "Temporary Duty Certificate"
7	Appointment of Occupational Safety Specialist, Occupational Physician, Other Health Personnel and İSG-KÂTİP Contract Printout
8	Copy of Employee Representative appointment letter
9	Photocopy of the Support Personnel assignment letter
10	Photocopy of the suggestion book
11	OHS Annual Training Plan (It will be prepared and delivered within 1 month as of the start date.)
12	OHS Annual Work Plan (It will be prepared and delivered within 1 month as of start date.)
13	Year-End Evaluation Form (To be added to the Occupational Safety OHS File at the end of the year)
14	"Risk Analysis Report" prepared in accordance with the work to be performed
15	Emergency Plan and Response Team List including the contact information
16	Health examination documents for infectious diseases of staff working in refectory and tea houses
17	Audiograms of those who will work in noisy environment
18	Lung x-rays of People Working in Dusty areas and Respiratory Function Tests
19	Tetanus Vaccine Records of those working in rusty materials in metal works
20	Periodic inspection documents of lifting vehicles
21	Control documents of compressor and air tanks
22	Operator Certificate of those using the heavy machine / G Class Driver's License if used in traffic
23	Vehicle list (copies of vehicle licenses)
24	List of chemicals to be used in the field and Material Safety Data Sheets (MSDS)

25	All documents that comply with the ADR Regulation of companies transporting dangerous chemicals * SRC 5 Certificate * Transport Document * ADR Compliance Certificate of Tanker (Vehicle)
26	List of Personnel to Work (approved by employer with stamp and signature)
27	Overtime Work Consent to be received from all Employees
28	Monthly premium service certificate
29	Monthly payrolls
30	Personnel Dismissal Documents
31	SGK employment-dismissal copy of the staff
32	Copy of Identification Card
33	Certificate of residence
34	Photocopy of Driving License (Driver's License)
35	Copy of Family Register
36	Criminal Record
37	Copy of Diploma or Graduation Certificate
38	Insured Service Scheme

The contractor must deliver the above documents to the Business Owner before starting work. In case the documents are not delivered or there are missing documents, **the Contractor will not be allowed to start work.

ANNEX-2 Contractor Company Document Checklist

Name and Surname of the Controlling Staff	Location	Control Date			Signature
SN	ANNEX-2 Contractor Company Document Checklist	Yes	No	Not Required	Department to check
1	Previous month's Social Security Institution Service List (SGK Statement of Employment for New Employees)	?	?	?	Plant supervisor/directorate delegating the work
2	Occupational Health and Safety Training Participation Certificate	?	?	?	Plant supervisor/directorate delegating the work
3	Vocational Qualification Certificate	?	?	?	Plant supervisor/directorate delegating the work

4	Employment or Periodic Medical Examination Reports * According to the workplace hazard class, they will bear the stamp and signature of the Occupational Physician, and it will be stated that the employee can work in compliance with the hazard class, and it also be stated that the employee can work work against the special risks required by its duty and title (Medical Reports stating that those who work at night and at height are eligible to work)	?	?	?	Plant supervisor/directorat e delegating the work
5	Personal Protective Equipment (PPE) Custodian Records	?	?	?	Plant supervisor/directorat e delegating the work
6	If there is a staff working on a temporary duty, "Temporary Duty Certificate"	?	?	?	Plant supervisor/directorat e delegating the work
7	Appointment of Occupational Safety Specialist, Occupational Physician, Other Health Personnel and İSG-KÂTİP Contract Printout	?	?	?	Plant supervisor/directorat e delegating the work
8	Copy of Employee Representative appointment letter	?	?	?	Plant supervisor/directorat e delegating the work
9	Photocopy of the Support Personnel assignment letter	?	?	?	Plant supervisor/directorat e delegating the work
10	Photocopy of the suggestion book	?	?	?	Plant supervisor/directorat e delegating the work
11	OHS Annual Training Plan (It will be prepared and delivered within 1 month as of the start date.)	?	?	?	Plant supervisor/directorat e delegating the work
12	OHS Annual Work Plan (It will be prepared and delivered within 1 month as of start date.)	?	?	?	Plant supervisor/directorat e delegating the work
13	Year-End Evaluation Form (To be added to the Occupational Safety OHS File at the end of the year)	?	?	?	Plant supervisor/directorat e delegating the work
14	"Risk Analysis Report" prepared in accordance with the work to be performed	?	?	?	Plant supervisor/directorat e delegating the work

15	Emergency Plan and Response Team List including the contact information	?	?	?	Plant supervisor/directorate delegating the work
16	Health examination documents for infectious diseases of staff working in refectory and tea houses	?	?	?	Plant supervisor/directorate delegating the work
17	Audiograms of those who will work in noisy environment	?	?	?	Plant supervisor/directorate delegating the work
18	Lung x-rays of People Working in Dusty areas and Respiratory Function Tests	?	?	?	Plant supervisor/directorate delegating the work
19	Tetanus Vaccine Records of those working in rusty materials in metal works	?	?	?	Plant supervisor/directorate delegating the work
20	Periodic inspection documents of lifting vehicles	?	?	?	Plant supervisor/directorate delegating the work
21	Control documents of compressor and air tanks	?	?	?	Plant supervisor/directorate delegating the work
22	Operator Certificate of those using the heavy machine / G Class Driver's License if used in traffic	?	?	?	Plant supervisor/directorate delegating the work
23	Vehicle list (copies of vehicle licenses)	?	?	?	Plant supervisor/directorate delegating the work
24	List of chemicals to be used in the field and Material Safety Data Sheets (MSDS)	?	?	?	Plant supervisor/directorate delegating the work
25	All documents that comply with the ADR Regulation of companies transporting dangerous chemicals * SRC 5 Certificate * Transport Document * ADR Compliance Certificate of Tanker (Vehicle)	?	?	?	Plant supervisor/directorate delegating the work
26	List of Personnel to Work (approved by employer with stamp and signature)	?	?	?	Plant supervisor/directorate

					e delegating the work
27	Overtime Work Consent to be received from all Employees	?	?	?	Plant supervisor/director e delegating the work
28	Monthly premium service certificate	?	?	?	Plant supervisor/director e delegating the work
29	Monthly payrolls	?	?	?	Plant supervisor/director e delegating the work
30	Personnel Dismissal Documents	?	?	?	Plant supervisor/director e delegating the work
31	SGK employment-dismissal copy of the staff	?	?	?	Plant supervisor/director e delegating the work
32	Copy of Identification Card	?	?	?	Plant supervisor/director e delegating the work
33	Certificate of residence	?	?	?	Plant supervisor/director e delegating the work
34	Photocopy of Driving License (Driver's License)	?	?	?	Plant supervisor/director e delegating the work
35	Copy of Family Register	?	?	?	Plant supervisor/director e delegating the work
36	Criminal Record	?	?	?	Plant supervisor/director e delegating the work
37	Copy of Diploma or Graduation Certificate	?	?	?	Plant supervisor/director e delegating the work
38	Insured Service Scheme	?	?	?	Plant supervisor/director

					e delegating the work
?	Items 1-26 will be checked by the Plant Supervisor / Directorate delegating the work. OHS, Environment and IMS Directorate will provide technical support if needed				
?	Items 27-38 will be checked by the Operating Responsible / Business Executor. Human Resources Directorate will support if needed				

ANNEX-3 Administrative Fines to be applied to Contractors not complying with the Occupational Health and Safety Law, No.6331 and relevant Regulations

ANNEX-3 Administrative Fines to be applied to Contractors not complying with the Occupational Health and Safety Law, No. 6331 and relevant Regulations		
No	Subject of non-compliance	Amount TL
1	A staff of the contractor's being in the power plant whose name is not specified in the Work Start Permit Form	1000
2	Failure to submit the statement of employment of the insured and general health insurance entry declaration within the legal period (Monthly minimum wage amount for each declaration)	2558,4
3	Depending on the hazard class of the workplace and the number of employees, not performing or not having a risk assessment, a criminal procedure will be applied according to the applicable OSH Law, No.6331 and Administrative Fines. (No Risk Assessment in the workplace in a very dangerous class with 10-49 employees)	17320
4	Not determining emergency situations, not taking precautions for emergencies, not preparing emergency response, not assigning support staff, not providing tools and not making arrangements to contact the organization outside the workplace in case of emergency. (In workplaces in a very dangerous class with 10-49 employees)	3822
5	Having employees who have not received Occupational Health and Safety training. (TL / per employee * per each non-compliance)	774
6	Not having medical checks for employees or not getting a medical report for those who will work in dangerous and very dangerous jobs. (TL / per employee)	1911
7	Contractor's employees' being in the plant areas without any personal protective equipment such as uniforms, safety shoes, hard hat etc. workwear, work shoes, hard hat, etc.	500
8	Not providing personal protective equipment in compliance with the standards and CE certificate for its employees.	774

9	Failure of the Contractor's employees to follow warning, prohibition, instruction signs within the Plant	300
10	Contractor's Employees' performing the works without vocational qualification.	2000
11	Contractor's Employees' being outside the agreed working areas without permission	300
12	Not informing the plant supervisor when there is risk and negativity arising from danger in the working area.	300
13	Not limiting the working area and the dangerous sections in it with the safety strip, buoys and warning signs.	500
14	While the works in progress, blocking the emergency exit doors, fire extinguishers and cabinets	300
15	Contractor's vehicles not complying with 20 km / h speed limit within the Plant	300
16	Contractor's vehicles not parked in the direction of exit and preventing passages.	200
17	Contractor's employee's using the tools, equipment, machinery or equipment belonging to the power plant without permission	1000
18	Using machinery, tools or equipment that do not comply with regulations	1000
19	Contractor 's employees' using lifting and carrying vehicles such as cranes, forklifts, etc. without permission on their own	1000
20	Using heavy machinery and lifting equipment by the employees without an operator's license	2000
21	Allowing the construction equipment without periodic control certificate or pressure vessels into the power plant	2000
22	Transportation of people in heavy machine, Forklift, Tractor etc.	500
23	Contractor's employees' entering dangerous areas without permission.	500
24	Removal of protection of the moving parts in the machinery, benches, hand tools and operation of the equipment above its capacity.	1000
25	Contractor's employees intervening in electrical panels and lines without permission.	1000
26	Contractors' not receiving the electricity to be used for electrical tools and machinery in the plant area without isolated transformer.	1000
27	Working in hot work or processes (welding, cutting, soldering, grinding, heating etc.) in or near the area without cleaning flammable materials and coal dust.	1000
28	Not providing a fire extinguisher in the working area and within easy reach during hot works or processes.	1000
29	There are no check valves of the torch pressure welding tubes or gauges are broken	1000
30	Not handling pressurized welding tubes in special trolleys and storing such in a horizontal position.	1000
31	Improper storage of pressure welding tubes or tubes not having lids	1000
32	Failure to fill in the "Work at Height Permit Form" for works at height and not getting compliance from OHS Specialist, Plant Supervisor or Shift Supervisors.	3000

33	Contractor's Employees' not using parachute type safety harness with double arms and carabiners etc for the works at height.	2000
34	Unauthorized removal of railings in the workplaces, or not installing the removed-trimmed guardrails in place or using guardrails that do not comply with the standards by the contractor company	1000
35	Failure to work by establishing horizontal and vertical life lines and without compliance check for works at height where stairs and scaffolding are not used	2000
36	Carrying out installation, maintenance, repair works at wind speeds above 40-50 km / h and when the ground is slippery and icy.	1000
37	Contractor's employees' using hazardous, explosive, poisonous, carcinogenic chemicals, asbestos etc. in the working area	2000
38	Using of scaffolds that does not comply with the standards for works at height.	3000
39	The scaffolding is installed by unauthorized persons and the scaffolding materials are inappropriate.	2000
40	Pouring dangerous substances into water, soil or sewage.	3000
41	Irregular working areas and not moving the waste generated after work to the areas designated by the plant.	1000
42	Underground electrical cables, water installation, air installation natural gas installation, fuel oil installation etc. passing under the ground without obtaining permission from the relevant departments of the plant (Excavation, Pits, and Grooving etc.).	2000
43	Not filling in "Indoor Work Permit Form" for closed areas and failure to obtain compliance from OHS Specialist, Plant Supervisor Manager or Shift Supervisors.	2000
44	Failure to obtain work permit prepared by OHS, Environment and IMS directorate of AYDEM YENİLENEBİLİR ENERJİ A.Ş., within the scope of the work permit system to be applied to all plants and facilities and compliance from the OSH Specialist, Plant Supervisor or Shift Supervisor	2000
45	Contractor's not reporting any emergency situations (work accidents resulting in injury, fire, leakage in any installation) to the responsible person.	1000
46	Using jointed, damaged and dented extension cords in electrical work	1000
47	Eating in working areas outside refectory	300
48	Burning fire without permission and control	1000
49	Absence of a medical report for infectious diseases of those working in areas such as refectory and tea house	1000
50	Failure to comply with the OHS rules of the plant	2000
51	Contractor's vehicles entering and exiting within the Plant not following the instructions of the security guards and facilitating their daily checks not following the instructions of the officers and not showing convenience in daily checks	1000