

A confined space such as a boiler, tank, vessel or pipe can contain poisonous air, explosive gas or other hazards such as lack of oxygen, things that can fall on you or you can fall from.

Authorised and controlled access keeps you safe. Every time before you enter a confined space you should:

- Confirm with the person in charge of the work that atmospheric tests have been conducted and it is safe to start work.
- Confirm with the stand-by person that you can enter the confined space.
- Follow the requirements of the permit to work.
- Immediately exit the confined space if you do not feel well and report the issue to the person in charge.

If you are a stand-by person you should always:

- Approve and control access to a confined space.
- Have means of communication with the people in the confined space.
- Have emergency response arrangements for rescue of the people in the confined space.



Speeding, using a phone or getting off a travel path increases the risk of losing control of your vehicle. A seatbelt protects you and your passengers from injury in the event of an accident while driving and keeps you safe, if always worn.

If you are a driver you should always:

- Keep your eyes and focus on your travel path.
- Stay at or below the maximum allowable speed limit for the travel paths you are driving.
- Adjust your speed to the prevailing conditions.
- · Avoid using a mobile phone or pager, if not hands-free. Avoid sending or reading a text

message while driving. If you are a passenger you should always:

 Intervene if a driver is using a phone in a moving vehicle.

- Intervene if a driver is exceeding the maximum allowable speed
- Intervene if the driver or other passengers fail to wear their seat

As a driver or a passenger you should always:

Use the installed seatbelt.

before driving.

- Keep your seatbelt properly.
- fastened while in a moving vehicle. Check that everyone in the vehicle is wearing a seatbelt properly
- Intervene when fellow passengers are not properly wearing seatbelts.



A work permit describes what you must do right every time to stay safe

If you are a permit acceptor you should always:

- Understand the work permit and adhere to the precautionary measures listed.
- Confirm that the work permit is valid.
- Confirm with the person in charge of the work that it is safe to start the work.
- Stop work when circumstances change.



Working towards ZERO HARM



Working in or around moving or rotating machinery can pose a threat to your safety when exposed to unprotected nip points. Safety-protective equipment must work correctly to keep you safe. Examples include quards, trip/interlock systems, isolation or lockout/tag out devices, alarms, level controls or in-vehicle monitoring systems.

In order to keep you safe you should always:

- Avoid engaging in any work that exposes you to unguarded nip points.
- Obtain authorisation from the person in charge before overriding or disabling a safety-protective device.
- Report any damaged or missing safety-protective equipment.



Carrying out isolations separates you from many dangers such as moving machinery, electricity, high pressure fluids, hot/toxic materials/chemicals, poisonous gas or radiation, and keeps you safe.

Specified life-protecting equipment such as breathing apparatus, electrical arc flash protection or chemical-resistant suits protect you from danger and you

- Understand the various isolations that protect you from harm.
- Confirm with the person in charge of the work that isolations are in place.
- Confirm with the person in charge of the work that it is safe to start work.
- Ensure that the right equipment has been isolated by carrying out tests.
- Attach your personal lock to the isolation and lock out before commencing any



Always use fall protection equipment to keep you safe when at heights where you can fall over 2 metres.

2 metres you should always:

- includes approved scaffolds, stairs, safety barriers and man lifts.
- Be aware of which fall protection to use and how to use it.
- Always tie-off when at heights outside a protective environment.
- Only make use of scaffolding systems which have been approved and tagged as safe for use.



If you are working outside a protective environment where you can fall over

- Be authorised to work at heights outside a protective environment which



Entering a designated harvesting area is unsafe as a tree can fall on you or a vehicle can hit you.

Maintaining safe distances from felling activities, vehicles and equipment keeps you safe and you should always:

- Avoid entering a harvesting area without authorisation.
- Follow the instruction of the person in charge of the harvesting operation.
- Understand what the defined safety distances are.
- Ensure you are in visual sight of the operator of the equipment.
- · Wear the required high visibility equipment.



Chemical assessments are necessary where hazardous substances are handled, stored and transported to keep you safe from chemical exposure that can cause fire or explosion.

In order to keep safe at work you should always:

- Confirm with the person in charge of the chemical handling that the chemical assessment is carried out and up-to-date.
- Confirm with the person in charge of the chemical handling that it is safe to
- Stop work if you detect or suspect chemicals being above the common nuisance levels.
- Know where the designated escapes, safe refuges, assembly areas and emergency response equipment are located.

wearing the prescribed PPE or endangering the safety of others.

Intervene if you see someone handling or disposing of chemicals without



Working or walking under a suspended load is unsafe as the load can fall onto you.

A suspended load is an object that is temporarily lifted and hangs above the

- · Never cross a barrier controlling an area with a suspended load without authorisation.
- Follow the instruction of the person in charge of the lift.
- If involved in the lifting activity, make use of a tag line to keep you clear of the suspended load and warn others to stay clear.

Safety is a deeply held value at Mondi

We are committed to:

- Zero fatalities.
- Zero injuries.
- Zero accidents and incidents.

Working towards Zero Harm in the workplace means:

- Relentlessly pursuing Zero Harm to people.
- No major incidents or accidents.

At Mondi we are committed to caring about:

- Our people (employees, contractors and visitors).
- The environment.
- Our neighbours and the communities in which we live and work.

By doing this, we aim to:

- Achieve a SHE performance which we can be proud of.
- Earn the confidence of our customers, shareholders and the society at large, as being:
- a good neighbour; and
- a contributor to sustainable development.

Getting it right every time

All of us have a role to play in getting it right every time

Each of us has a right and a duty to intervene and stop at-risk behaviours and unsafe conditions when activities or situations are not in compliance with our policies, standards and commitments.

In addition, each of us has the personal responsibility to refuse to conduct any task which can result in serious injury, damage to health or damage to

Taking personal responsibility

It is very important that each of us:

- Complies with the law, company/site procedures and safety rules.
- Intervenes in at-risk behaviour or non-compliant situations.
- Cares for the environment and has respect for our neighbours.

Doing it right every time means taking personal responsibility by:

Being ready

Always be alert and rested to carry out work with a genuine positive attitude and personal commitment to do things right.

Being competent

Always keep yourself updated and participate in training so you understand the safety aspects of the job.

Being authorised

Only carry out tasks if it is allowed and safe to do so and do not take any short-cuts.

Being protected

Always wear the correct safety protection equipment for the intended work activity.

Being orderly

Always maintain and ensure that your work area is uncluttered.

Being professional

Always conduct work without practical jokes, horseplay or harassment as this can lead to loss of concentration.

Taking par

Always be on the lookout for opportunities to learn from mistakes.

Being open

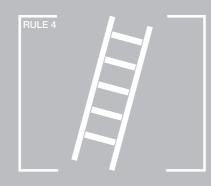
Consider well-intended interventions from your colleagues in a positive manner.

Being fit

Never work under the influence of alcohol or drugs and always discuss any drugs you are taking that might affect your work with your supervisor.

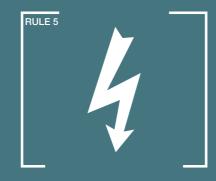


Work with a valid permit when required



Protect yourself against falling when working at heights





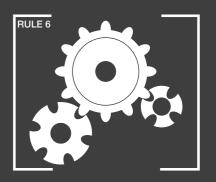
Test isolation before work begins and use the specified life-protecting equipment



Conduct a chemical assessment and wear specified PPE when required



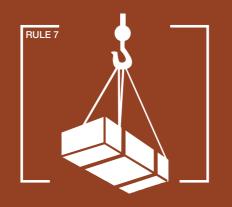
Obtain authorisation before entering a confined space and ensure you take the necessary precautions



Obtain authorisation before overriding or disabling protective equipment



When working in the forest, keep a safe distance at all times



Do not stand or walk under suspended load