

Hansa Meyer Global



Occupational health, safety & environment (HSE) Plan



HEALTH



SAFETY



ENVIRONMENT



HSE Plan

Version No.: 9

Date: 03/2021

Document: HSE Plan

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GENERAL INFORMATION

As holding company of a multitude of associated companies Hansa Meyer Global Holding GmbH bundles all shareholder interests and coordinates the strategic leadership of the operative and project-oriented forwarding company Hansa Meyer Global Transport GmbH & Co. KG on a worldwide scale.

Numbers and facts concerning Hansa Meyer Global Holding GmbH

Established in	1986
Shareholders	N. Giese, J. Knehe, Hannover Finanz GmbH
Managing directors	Henrique Wohltmann, Jan-Dirk Schuisdziara
Employees	230 worldwide
Turnover in 2017	exceeding € 165 million
Network	24 branches and exclusive partners in the strategically most important places worldwide

For decades the operative Hansa Meyer Global Transport GmbH & Co. KG has been a successful project-oriented forwarding company and logistics expert. The company focus is on the organization of over-dimensional cargo transportation and heavy haul and so far we have been able to prove our reliability and service quality in numerous successfully handled projects.

In 2020 we successfully underwent the re-certification process in accordance with DIN EN ISO 9001:2015 and DIN EN ISO 14001:2015 again and since 03 September 2018 we are certified in accordance with the new international standard for occupational health and safety, DIN ISO 45001:2018.



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2 Objectives

This occupational health and safety & environmental concept was drawn up in order to outline the procedures of Hansa Meyer Global with regard to occupational health and safety as well as to environmental protection.

Within the framework of our defined guidelines we pledge

- to comply with legal regulations and other requirements,
- to strive for continuous improvement,
- to create safe working conditions that take account of the employees' health ,
- to protect the environment and
- to carry out risk assessment.

Reference: HMG Code of Conduct for employees and business partners

3 Organizational structure

Since our company was established in 1986 we have developed from the core business, which is the organization and implementation of worldwide transports of investment goods of the plant and energy sector (projects division), to an integrated "transport architect".

As "transport architects" we draw up holistic transport concepts. We plan and coordinate the worldwide transport of complex industrial plants as well as of large volume and heavy weight goods.



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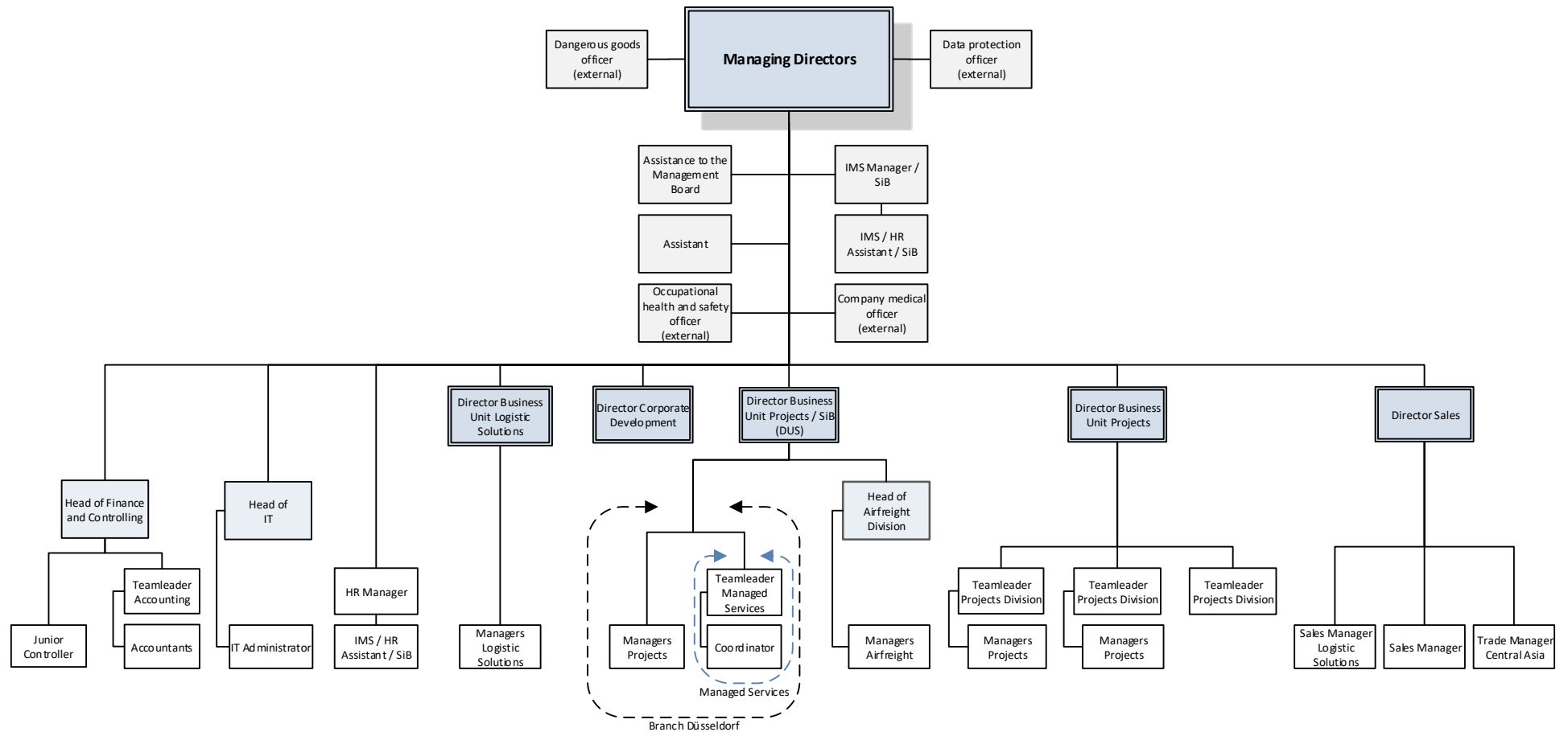
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Organizational chart by functions:

Hansa Meyer Global Holding GmbH

Hansa Meyer Global Transport GmbH & Co. KG



*Managers Projects / Airfreight und Managers Logistic Solutions, Coordinators hierarchically equal

*Accountants are hierarchically equal

Created by: IMS Manager

Verified by: DBU

Approved by: MD



4 Environmental as well as occupational health and safety targets

Environmental targets help us improve the defined environmental aspects and their effects on the environment. Therefore Hansa Meyer Global has set up an internal environment programme and has laid down the respective environmental targets, the retention and/or decrease of our consumption rates constituting one of our major goals.

Our occupational health and safety targets aim to improve our performance in terms of occupational health and safety and they are geared to establish proactive measures to reduce work-related diseases and accidents.

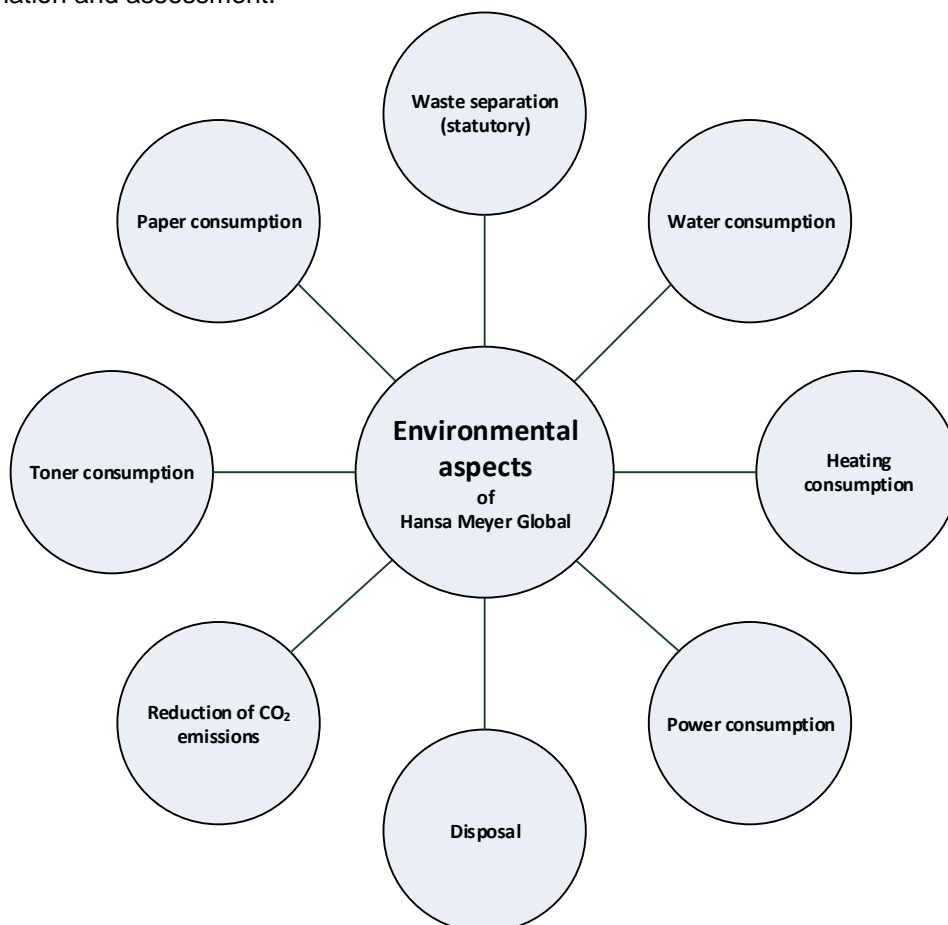
The defined occupational health and safety objectives are:

- no work-related accidents
- introduction of a corporate health management
- meeting our laid down health rate

Our employees were informed about our environmental as well as about our occupational health and safety objectives.

5 Environmental aspects

Within the framework of our environmental programme we determine the relevance of the environmental aspects, the defined targets as well as the effects on the environment. In addition, the defined environmental aspects are differentiated into significant, direct and indirect environmental aspects. In this context emergency management and hazard prevention constitute an essential part of the examination and assessment.





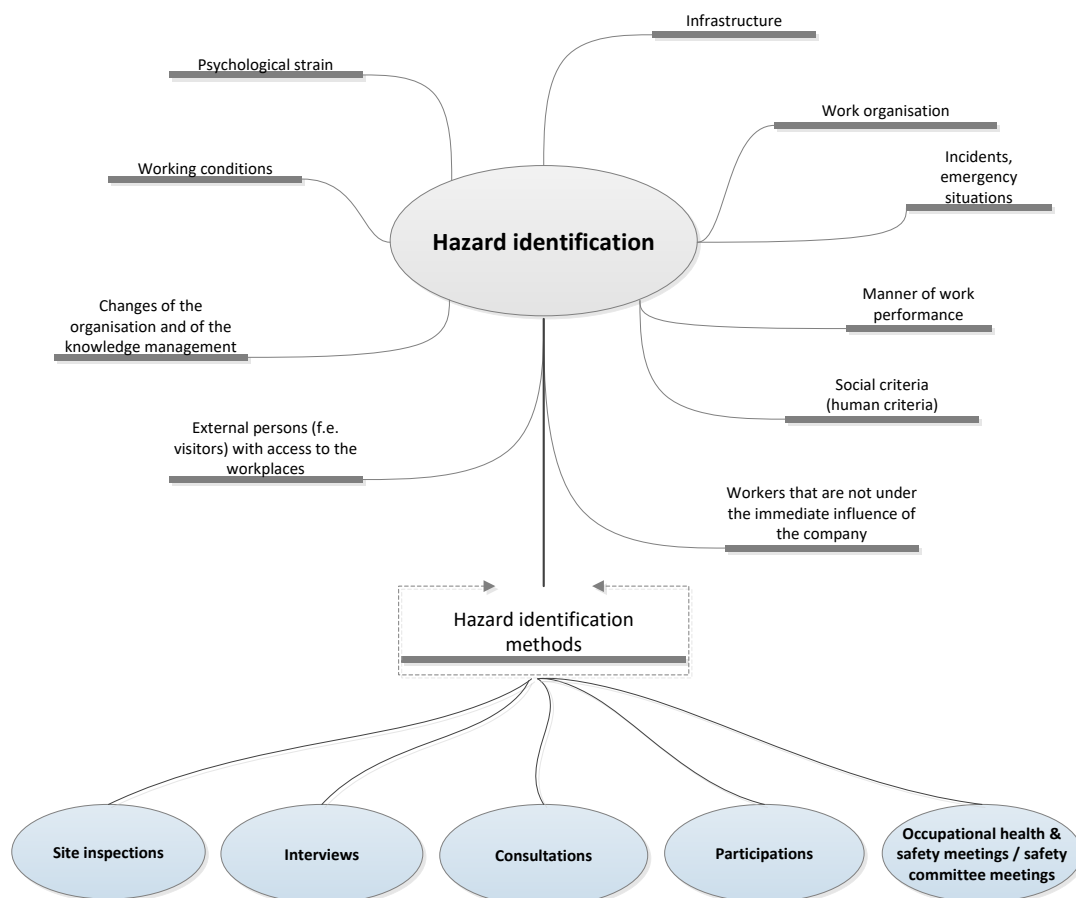
6 Determination, assessment & removal of occupational health and safety risks (risk assessment)

6.1 Determination of hazards

We determine hazards in a proactive manner, including the following criteria:

- Work organization, including social factors such as work load, working hours, unjust treatment, harassment, leadership and culture within the company
- Routinely and not routinely reoccurring activities and situations, including hazards caused by the infrastructure, work equipment, work materials and the physical conditions of the workplace
- Past relevant incidents inside and outside our company, including emergencies and their causes
- Potential emergency situations
- Persons with access to workplaces and their activities (employees, visitors, suppliers), also in places that are not subject to our immediate influence
- Other issues, such as workplace design, processes, work equipment and materials, situations in the proximity of the workplaces, which we can and which we cannot influence
- Actual or proposed changes (operational processes, processes and activities within the integrated management system (IMS))
- Changes concerning the know-how and information about hazards

It lies within the responsibilities of the management to identify hazards on the basis of the above-stated parameters. Employees and other persons, such as health and safety officers/company medical officers participate in the hazard determination process.





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6.2 Risk assessment

Generally we distinguish between

1. occupational health and safety risks by means of the identified hazards while, at the same time, we take account of existing measures and
2. other risks in connection with the set-up, the realization, operation and maintenance of the occupational health and safety management system (as part of this integrated management system)

As to the classification of probabilities and effects we distinguish between four levels:

			Probability				
			1	2	3	4	
			very low	low	medium	high	
			hardly imaginable; insignificant and preventable danger	imaginable; can be identified and eliminated	quite possible; can be identified and eliminated if under permanent control	hazard takes place; if safety measures fail damage is unavoidable	
Severity/Effect	4	catastrophic	Generally: Severe effects on service performance, immediate need for action Occupational health and safety: Severe injury or disease, severely and permanently damaged health, death, catastrophe Environment: Immediate need for action, severe effects on the environment	4	8	12	16
	3	critical	Generally: Severe effects on service performance, necessary actions must be determined Occupational health and safety: Severe injury or disease, slightly but permanently damaged health Environment: Not quite so severe effects on the environment, necessary actions must be determined	3	6	9	12
	2	minor	Generally: Limited effects on service performance Occupational health and safety: Moderately serious injury or disease, no permanent damage to the health Environment: Insignificant effect on the environment	2	4	6	8
	1	insignificant	Generally: No effects on service performance Occupational health and safety: Slight injury or disease, no permanent damage to the health (minor consequences) Environment: No perceivable effects on the environment	1	2	3	4

The measures are defined by means of the „E“-STOP method:

E = Eliminate

S = Substitute

T = Technical measures

O = Organizational measures

P = Person-related measures

Due to the service portfolio an elimination and/or substitution might not be feasible. Therefore, as a rule, the measures are defined by means of the TOP method.

Risks are assessed once a year in the course of the management assessment as well as subsequent to accidents, incidents or changes with regard to our know-how about hazards and/or newly available information. They are also an issue at safety committee and occupational health and safety meetings in order to achieve a proactive and systematic assessment.

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6.3 Removal of hazards

It is one of the management's principles to remove hazards and to reduce occupational health and safety risks. In order to achieve this goal we apply the measure hierarchy of the "E-STOP" method:

E = Eliminate

S = Substitute

T = Technical measures

O = Organizational measures

P = Person-related measures

Insofar as environmental management is concerned these measures additionally include the prevention of risks to the environment and/or the prevention of pollutions.

Respective measures are documented in the hazard assessment. Within the framework of the annual management assessment the hazard assessment is adapted in collaboration with and after consultation of the employees once per annum as well as after accidents, incidents or non-conformities and this process also implies the identification of hazards and of appropriate measures in accordance with the "E-STOP" method.

The management also offers training and advanced training courses in the field of occupational health and safety. The resources required for these measures are made available by the management.

As a matter of principle the management carries out hazard assessments on a regular basis.

7 Emergency precautions & hazard prevention

We analyze emergencies and emergency situations within the office infrastructure, on the way to work, in home offices, on business trips as well as in assignments abroad and we document and assess them within the framework of the hazard assessment.

As service providers we are part of the supply chain and for parties interested in us, and particularly for our clients, we are the first person to turn to if an emergency and/or emergency situation occurs. Communication and information channels between participants are indispensable in order to be able to react to emergency situations in the fastest possible and appropriate manner and to adopt hazard prevention measures. Thus it should be possible to prevent and/or reduce negative consequences, particularly with regard to occupational health and safety or the environment.

This applies particularly to the handling of and contact with the media (press, social networks). Negative coverage due to wrong information is negative for our company (bad reputation) and can also influence how parties interested in us might perceive us. Consequently communication shall be exclusively conducted via the management.

As a rule, negative information must not be passed on to third parties and must not be communicated via social networks.

The employees shall be instructed about possible emergency situations and about measures to prevent them prior to commencing their assignment as well as on a regular basis (at least once a year or whenever necessary). This includes the contact data of the persons in charge of occupational health and safety (first aiders, fire wardens and safety officers) as well as the relevant emergency numbers and the necessary emergency communication. In addition, notices are displayed in the company that also provide this information. Alarm plans with all relevant telephone numbers are available. Compliance with these plans is compulsory. If the necessity occurs or if there are any relevant changes these plans are updated.

Prior to being granted access to our offices visitors have to read our safety regulations and they have to confirm by their signature that they have understood and accepted them.

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7.1 Notification procedure in case of accidents and incidents

The management must be immediately informed about severe accidents, accidents including loss of life (also within the framework of projects) as well as about notifiable accidents in order to ensure in-time notification of the authorities in charge.

Incidents and identified almost accidents (also within projects) will be analysed within the framework of the quarterly safety committee meetings and, where necessary, corrective measures will be initiated.

If necessary, communication in emergencies, accidents or incidents shall take place with the collaboration of the occupational safety officer and of the corporate medical officer.

7.2 Precautions

As a responsible employer Hansa Meyer Global has pledged to implement measures to promote and improve the safety and health at work. Since 03 September 2018 we are certified in accordance with DIN ISO 45001, the latest international occupational health and safety standard.

7.2.1 Personal protective equipment (PPE)

Hansa Meyer supplies its employees, who, in their official function, work on building sites, sea port terminals or on company premises, with personal protective equipment (PPE).

This PPE must be worn when entering building sites, sea port terminals or industrial premises.

Whenever the personal protective equipment (PPE) is used it must be checked for obvious defects (visual/functional check).

If the PPE does not seem to be in due repair the employee is obliged to report this without delay.

As a rule, instructions given by the personnel on site are to be complied with.

7.2.2 Smoking, alcohol abuse and drug problems in the company

Hansa Meyer Global has defined and implemented clear directives for the handling of the issues "smoking at the workplace" and "alcohol abuse". These directives are binding for all employees, including trainees and apprentices.

As a principle, it is not allowed to smoke in the company.

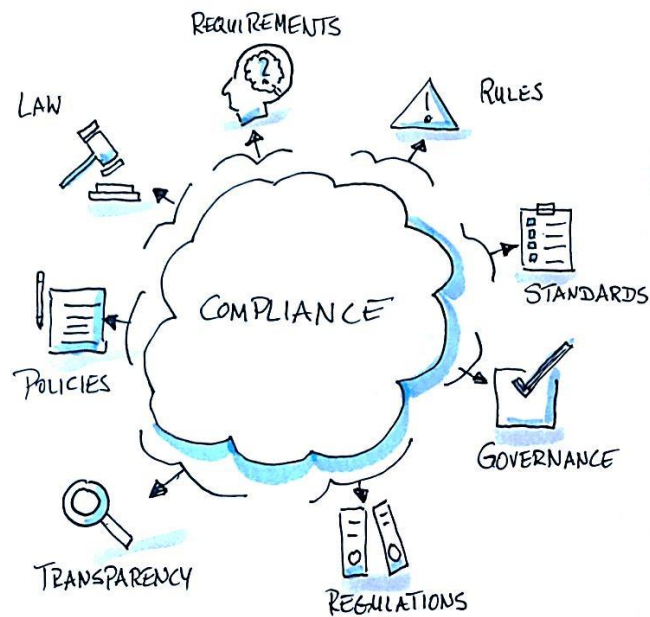
All problems arising in connection with this procedure shall be reported to the management.

It is forbidden to consume alcohol in the company during working hours. Every member of staff is obliged to access the company premises in sober condition, i.e. the blood alcohol concentration must not exceed 0.0% when entering the company.

In case of alcohol abuse we will check whether labour law-related measures should be taken that, under certain circumstances, might also result in the termination of the employment relationship.



8 Determination of legal obligations and of other requirements



The determination of and compliance with legal obligations and other requirements, which we have pledged to observe, are of great importance to us. It is our goal to combine economic and environmental law interests with the best possible protection (occupational health and safety) of our employees at their respective workplaces.



ENCLOSURE 1: Quality, Environment and Occupational Health and Safety Policy

Our management policy (IMS policy) for quality, environment and occupational health & safety aims to provide safe and healthy working conditions, to guarantee customer satisfaction (customer retention), continuous improvement and development, the optimized management of environmental resources and to secure the growth of the company in the long-term.

The success of our business and the respective optimal service provided to our customers are based on

- many years of experience,
- committed, trained and qualified staff,
- a safe and healthy working environment,
- the selection and examination of our suppliers,
- the conscientious management of environmental resources,
- internal and external issues, defined within the contextual framework, and the resulting requirements and
- the identified interested parties.

In addition, and to ensure that we continue to be a successful player in the market and stand our ground in competition we have defined the following principles:

- **Compliance with statutory regulations and other requirements**

We (HMG) oblige ourselves to the best of our knowledge and belief to comply with all effective legal obligations (laws and regulations) and with other requirements.

- **Continuous improvement**

For this purpose, the operational procedures, processes, practices and hazards of our integrated management system (IMS) for quality, environment and occupational health and safety are subject to ongoing assessments, optimization and enhancement in order to reduce hold-up risks within the service process as well as hazardous situations and work accidents and in order to strengthen environmental awareness.

- **Creation of safe and healthy working conditions**

Within the framework of service provision and the respective risks and chances concerning occupational health and safety we pledge to provide safe and healthy working conditions and to prevent work-related injuries, accidents and/or diseases. These measures are consistent with the context and objectives of our company.

In addition, we undertake

- to remove hazards and to minimize occupational health and safety risks by creating and providing safe and ergonomically designed working materials, work places and procedures,
- to embrace organizational and technical measures (if necessary, also the substitution of processes, procedures or equipment) and
- to provide appropriate personal protective equipment (PPE) free of charge.

- **Consultation and involvement**

We commit ourselves to consult and involve the staff (and, as the case may be, their representatives) of all company levels, in particular, with regard to the development, planning, identification and achievement of targets, the analysis and assessment of hazards, the realization, performance assessment and the identification of improvement measures. This particularly applies to the defined processes and measures concerning occupational health and safety.



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- **Environmental protection**

We oblige ourselves to honour the binding obligations within the scope of our service provision and the context of our company, to protect the environment, to reduce unnecessary environmental impact and effects, to strengthen and/or school our employees' (and other staff's) environmental awareness, to utilize recourses with circumspection, to promote sustainability and to constantly review and enhance environmental protection measures and our approach to environmental issues.

- **Expanding and maintaining know-how**

By the specific training and further training of our employees we ensure that already acquired know-how is strengthened and additional know-how is acquired.

- **Provision of necessary resources**

The management identifies the necessary resources and ensures their availability.

- **Prevention of mistakes / utilization of experiences from mistakes**

Generally, it is more important to prevent mistakes from happening than to correct them. However, mistakes made in previous work processes provide us with a gain in experience and help us optimize future processes. By the continuous enhancement of our processes we intensively strive to generate processes in such a way that as many as possible mistakes are avoided.

- **Risk and opportunity management**

Risks and opportunities within the company are permanently defined, identified, analyzed and assessed by the management (also in cooperation with our employees).

These principles (guidelines) form the framework of our operative and strategic quality, environment and occupational health and safety policy. They are defined, implemented and assessed by the management in due consideration of consultations with employees in order to guarantee that we can provide a high-quality, customer-oriented service while, simultaneously, we comply with necessary environmental aspects and occupational health and safety requirements.

The managing directors and the management of Hansa Meyer Global are responsible for the implementation, realization, maintenance, development (permanent enhancement) and the effectivity of the IMS and they are accountable to the system.

The IMS is binding for all our company's employees, because it is only through the absolute commitment of every one of our employees that a high-quality, customer-oriented service can be ensured while simultaneously complying with the required environmental and occupational health and safety aspects.

The quality, environment and occupational health and safety policy was communicated throughout the company and all employees may gain access to it without restrictions. Upon request the policy can be made available to all relevant interested parties.

The quality, environment and occupational health and safety policy shall be effective for the whole of Hansa Meyer Global Transport GmbH & Co. KG, Bremen and Düsseldorf as well as for Hansa Meyer Global Holding GmbH, Bremen and it shall come into force as of the date it is signed by the managing directors.

Bremen, 21 January 2020

Hansa Meyer Global Transport GmbH & Co. KG
Hansa Meyer Global Holding GmbH

Henrique Wohltmann
Managing Director

Jan-Dirk Schuisdziara
Managing Director

Created by: IMS Manager

Verified by: DBU

Approved by: MD



SGA & Umwelt Plan

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ENCLOSURE 2: Certificate ISO 9001:2015

DNV·GL

MANAGEMENT SYSTEM CERTIFICATE

Certificate No:
10000401706-MSC-RvA-DEU

Initial certification date:
21 August 1996

Valid:
07 December 2020 - 06 December 2023

This is to certify that the management system of

Hansa Meyer Global 

Hansa Meyer Global Holding GmbH

Anne-Conway-Straße 6, 28359 Bremen (Horn-Lehe), Germany
and the sites as mentioned in the appendix accompanying this certificate

has been found to conform to the Quality Management System standard:
ISO 9001:2015

This certificate is valid for the following scope:
**International project forwarding (imports/exports) including the design of
customer-individual logistic solutions**

Place and date:
Barendrecht, 27 October 2020



The RvA is a signatory to the IAF MLA

For the issuing office:
DNV GL - Business Assurance
Zwolseweg 1, 2994 LB Barendrecht,
Netherlands

Eric Koek
Management Representative

Lack of fulfilment of conditions as set out in the Certification Agreement may render this Certificate invalid.
ACCREDITED UNIT: DNV GL Business Assurance B.V., Zwolseweg 1, 2994 LB, Barendrecht, Netherlands, TEL:+ 31(0)102922689.
www.dnvgl.com/assurance

Created by: IMS Manager

Verified by: DBU

Approved by: (MD)



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ENCLOSURE 3: Certificate ISO 14001:2015

DNV·GL

MANAGEMENT SYSTEM CERTIFICATE

Certificate No:
10000401704-MSC-RvA-DEU

Initial certification date:
26 October 1999

Valid:
07 December 2020 - 06 December 2023

This is to certify that the management system of

Hansa Meyer Global 

Hansa Meyer Global Holding GmbH

Anne-Conway-Straße 6, 28359 Bremen (Horn-Lehe), Germany
and the sites as mentioned in the appendix accompanying this certificate

has been found to conform to the Environmental Management System standard:
ISO 14001:2015

This certificate is valid for the following scope:
**International project forwarding (imports/exports) including the design of
customer-individual logistic solutions**

Place and date:
Barendrecht, 27 October 2020



The RvA is a signatory to the IAF MLA

For the issuing office:
DNV GL - Business Assurance
Zwolsseweg 1, 2994 LB Barendrecht,
Netherlands


Eric Koek
Management Representative

Lack of fulfillment of conditions as set out in the Certification Agreement may render this Certificate invalid.
ACCREDITED UNIT: DNV GL Business Assurance B.V., Zwolsseweg 1, 2994 LB, Barendrecht, Netherlands. TEL: +31 (0) 102922689.
www.dnvgl.com/assurance

Created by: IMS Manager

Verified by: DBU

Approved by: MD



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ENCLOSURE 4: Certificate ISO 45001:2018

DNV·GL

MANAGEMENT SYSTEM CERTIFICATE

Certificate No:
10000401705-MSC-RvA-DEU

Initial certification date:
03. September 2018

Valid:
03. September 2018 - 02. September 2021

This is to certify that the management system of

Hansa Meyer Global 

Hansa Meyer Global Holding GmbH

Anne-Conway-Straße 6, 28359 Bremen (Horn-Lehe), Germany
and the sites as mentioned in the appendix accompanying this certificate

has been found to conform to the Occupational Health and Safety Management System
standard:

ISO 45001:2018


This certificate is valid for the following scope:

**International project forwarding (imports/exports) including the design of
customer-individual logistic solutions**

Place and date:
Barendrecht, 18. September 2020



For the issuing office:
DNV GL - Business Assurance
Zwolseweg 1, 2994 LB Barendrecht,
Netherlands


Erie Koek
Management Representative

Lack of fulfilment of conditions as set out in the Certification Agreement may render this Certificate invalid.
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Created by: IMS Manager

Verified by: DBU

Approved by: MD



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ENCLOSURE 5: AEO Certificate

Europäische Gemeinschaft

**AEO
-Zertifikat**

AEO-Zertifikat

DE AEOF 100656 (Nummer des Zertifikats)	
1. Inhaber des AEO-Zertifikats Hanes Meyer Global Transport GmbH & Co. KG EORI-Nummer: DE 6079407 Nr. der aml. Eintragung: HRA 19975 UST-IDNr(t): DE 114395685	2. Erteilende Behörde Hauptzollamt Bremen Konsul-Smidt-Str. 29 28217 Bremen Im Auftrag 

Der in Feld 1 genannte Inhaber ist

Zugelassener Wirtschaftsbeiligerter

- Zollrechtliche Vereinfachungen
 - Sicherheit
 - Zollrechtliche Vereinfachungen / Sicherheit

3. Tag, ab dem das Zertifikat wirksam ist:

07.10.2008

 Bundesministerium
der Finanzen







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ENCLOSURE 6: IATA Certificate



Certificate of Accreditation

IATA is proud to certify that

HANSA MEYER GLOBAL TRANSPORT GMBH & CO KG

BREMEN, Germany

has met the professional standards of the **International Air Transport Association** to promote, sell and handle international air cargo transportation.

IATA code: 23-4 7247 000 0

Validate online at: checkacode.com

Certificate validity: 2020

Alexander Popovich
Senior Vice President, Financial
and Distribution Services, IATA

Dusan Kostic
Regional Director, Financial
and Distribution Services, IATA

