



# OCCUPATIONAL HEALTH & SAFETY POLICY

Emeren Group Ltd.

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## 1. Objective

Emeren Group Ltd is committed to developing renewable energy projects with complete focus on minimizing the risks of injury and occupational illness. **Emeren is dedicated to maintaining a strict “zero harm” policy and believes that Health & Safety performance is fundamental to the achievement of project success and business objectives.** Therefore, it is the Company’s expectation and requirement that all Employees play an integral role in the implementation of Health & Safety processes and procedures.

Individual responsibility and total commitment to a robust safety culture are well defined and established elements for achieving incident and injury free performance within the workplace and project sites. The guiding principles of Emeren’s commitment to Health & Safety are:

- All injuries and near miss incidents should be reported and prevented.
- Employees have the right to refuse unsafe work and should only perform a task under safe conditions.
- Working safely is a condition of employment, which is expected from all levels of Employees throughout the Company.
- Health & Safety is everyone’s responsibility.

This policy acts as a tool for Employees, Consultants, and Business Partners to develop and maintain a safe and healthy workplace. It is not the Company’s intention to replace any local laws or regulations relating to Health & Safety. In all situations and scenarios that are mentioned within this policy, the local laws and regulations take precedence.

## 2. Application of Policy

This policy applies to all Employees of Emeren Group Ltd and its subsidiaries. The Company upholds a reasonable expectation that the standards outlined within this policy should also apply to all interactions involving external vendors, consultants, and business partners, especially when conducting business outside of the office premises or on project sites.

## 3. Consequences of Policy Breach

An Employee who is found to have violated the terms of this policy may be subject to discipline, up to and including termination of employment. The Company has a “zero-tolerance” approach towards acts that impact the Health & Safety of its Employees, Business Partners, Third Parties, and the public.

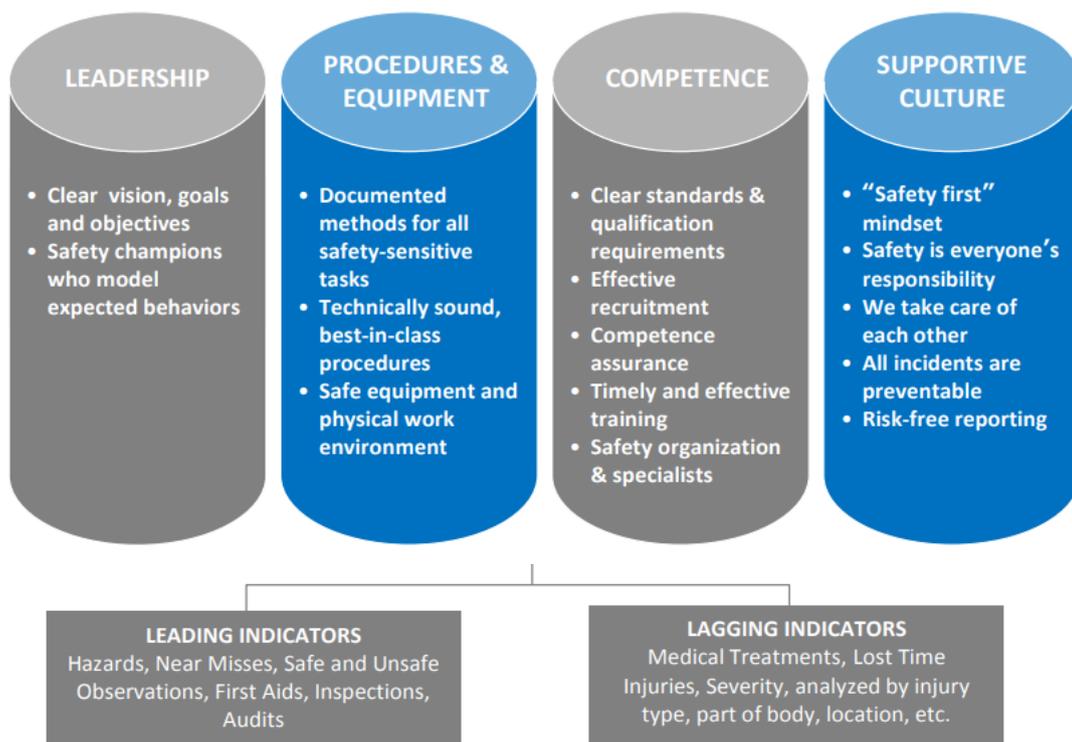
## 4. Health & Safety Foundation

Emeren recognizes that the following focus areas form the foundation of the success of its Health & Safety commitment:

- **Incident Prevention & Continuous Improvement:** A commitment to identifying and correcting workplace hazards by encouraging regular hazard/ incident reporting, conducting hazard identification/ risk assessments, performing regular inspections, and providing the appropriate personal protective equipment and training required to perform safety-sensitive functions.
- **Management Commitment:** A top-down approach where Management considers Health & Safety as our top priority.

- **Workplace Participation:** All Employees must actively participate in the Health & Safety effort to promote understanding, ownership, and commitment.
- **Effective Communication:** Open and honest communication across all levels of Employees, Supervisors, and Management must be achieved. The Company’s safety efforts must reinforce and foster mutual feedback and respect.
- **Positive Reinforcement:** Positive reinforcement and constructive feedback must be promoted to ensure the desired workplace/ project site behaviors.
- **Performance Measurement:** Leading indicators must be captured, analyzed, and communicated to indicate how the workplace is proactively committed to the achievement of an injury/ incident free work environment.
- **Employee Care:** Focus must be placed on the Employee as an individual. A work environment, which is safe must be created and maintained.
- **Empowerment:** Employees must be empowered to immediately stop and refuse any unsafe behavior or conditions that they find during the performance of their work.
- **Accountability:** All Employees must understand that everyone is responsible for their own safety. Supervisors must undertake a coaching role to ensure the safety of their direct reports.
- **Competency:** All Employees must be fully competent to perform their daily work activities in a safe and productive manner.
- **Pro-activity:** A Pro-active approach to the Health & Safety effort must be emphasized and practiced. This will allow unsafe workplace behaviors and conditions to be addressed before they turn into incidents and/or emergencies.
- **Risk Management:** When hazards are identified, steps must be taken to eliminate or reduce exposure by changing work procedures, requiring the use of Personal Protective Equipment (PPE), or raising safety awareness.
- **Partnership:** Learn from others to evaluate and implement the best possible Health & Safety practices.

**Health & Safety System Framework:**



## 5. Workforce Responsibility

### Employee:

- Report hazards, unsafe work practices, injuries, near miss incidents, accidents, or incidents immediately to their Supervisor and the HR Department.
- Adhere to all regulatory, Company, and client-specific and subcontractor safety policies and procedures.
- Wear all the required Personal Protective Equipment (PPE) when present on project sites or when undertaking tasks that present a risk of injury.
- Act in a responsible manner within the office setting and project sites that does not compromise safety and endanger others.
- Keep work areas clean, organized, and free from clutter or obstructions that may pose safety risks.
- Attend any required OH&S training sessions and courses as assigned.
- Uphold the right to refuse work that is perceived as unsafe in nature.

### Management & Supervisors:

- Actively promote a culture of incident prevention management.
- Lead by example and prioritize Health & Safety as a core value at all levels of the Company.
- Foster a workplace environment where Employees are encouraged to speak freely, offering suggestions and new ideas on Health & Safety topics.
- Become well versed on new and/or changing workplace Health & Safety hazards.
- As required, conduct, or arrange risk assessments to identify hazards and risks in the office setting and at various stages of the project lifecycle.
- Regularly monitor Health & Safety performance metrics to assess the effectiveness of safety programs.

### Human Resources:

- Effectively communicate this policy and the importance of maintaining a safe and healthy working environment.
- Establish a process for reporting and documenting near miss incidents, accidents, and injuries.
- Assist Employees and Supervisors during Health & Safety investigations and help administer corrections/improvements.
- Collaborate with all departments to ensure all new hires receive Health & Safety training and orientation.
- Maintain all formal OH&S Incident Investigation Reports, accompanying documentation, administered improvements, and findings.
- Regularly monitor Health & Safety performance metrics to assess the effectiveness of safety initiatives and identify areas for improvement.
- Ensure the Company's Health & Safety practices comply with all relevant laws, regulations, and industry standards.
- Ensure discipline or corrective actions have been taken for any violation of this policy.

## 6. Right to Refuse Unsafe Work

Any Employee of Emeren may refuse to perform work duties that the Employee has reasonable grounds to believe is dangerous to their Health & Safety, or the Health & Safety of another person within the workplace

or project site.

The Employee's right to refusal is protected when at least one of the following conditions are met:

- Performing the task would violate local laws and regulations pertaining to Occupational Health & Safety and the right to refusal.
- Where possible, the Employee has asked the Employer to eliminate the risk, and the Employer has not yet addressed it.
- The Employee refused to do work in "good faith", meaning the Employee genuinely believes that an imminent danger exists.
- A reasonable person would agree that there is a real danger of death, serious injury, or illness.
- The hazard has not yet been addressed or corrected through regular reporting and enforcement channels.

This right of refusal is maintained until the Company has addressed the situation and at least one of the following conditions have been met:

- Remedial action has been taken by the Company, which meets the Employee's satisfaction.
- The Human Resources Department, internally appointed Safety Officer, or contracted third party safety expert has investigated the matter and advised the Company and Employee that it is now safe to perform the task or work in the area where the safety risk was identified.
- Personal Protective Equipment (PPE) has been provided to the Employee, which eliminates (or greatly reduces) all Health & Safety risks.
- Health & Safety and/or job specific training has been provided, which helps reduce the risk of performing the task or working in the environment perceived as being hazardous.

**Employees refusing unsafe work should complete an OH&S INCIDENT INVESTIGATION REPORT attached as APPENDIX A to this policy.** This should be reported directly to the Employee's Supervisor and the HR Department for further investigation into the hazard and for appropriate accommodation (if necessary).

The Company will not take disciplinary or retaliatory action against any Employee who has reported a Health & Safety concern, and/or who has reasonably refused to perform job duties that pose a risk of death, injury, or illness to themselves or others.

## 7. Environmental Commitment

Emeren is committed to the ongoing protection of the environment in all aspects of its business operations both within the office setting and on project sites. All levels of Employees are responsible for incorporating measures to assist in our environmental sustainability efforts. Emeren aims to meet these responsibilities in the following manner:

- Developing and continuing to administer business practices that contribute to the UN sustainability goals that increase our sustainability impact.
- Managing our operations to meet or surpass (where possible) all applicable environmental laws and regulations on the local, national, and international level.
- Communicating the importance of transitioning to renewable energy sources like solar and storage

to reduce greenhouse gas emissions.

- Working in partnership with third parties and business partners that promote environmentally safe handling and disposal of materials, products, and equipment.
- Continuing our commitment to aid in reducing pollution, waste, and emissions that may harm the environment, wildlife (or natural) habitats, or human health.
- Prioritizing environmentally friendly and sustainable products and services that help reduce energy consumption, emissions, waste, and water usage.

The Company will apply a practice of continuous improvement to assess and improve the organization's environmental performance and sustainability efforts.

## **8. Hazard Identification & Risk Assessment.**

A root cause of workplace injuries, illnesses, and incidents emanates from the failure to identify or recognize hazards that are present or could have been reasonably anticipated. Prior to work commencement on project sites, hazard identification and risk assessments must be carried out to clearly identify any tasks or events that may occur during the project lifecycle that may have an impact on Employee Health & Safety. The key components of a hazard and risk assessment should include the following steps:

- Step 1: Identifying potential Health & Safety hazards.
- Step 2: Report the hazard to your Supervisor and the HR Department.
- Step 3: Initiate an internal investigation and participate as required.
- Step 4: Assessing the level of risk associated with each Health & Safety hazard.
- Step 5: Developing control measures.
- Step 6: Implementing control measures.
- Step 7: Monitoring and reviewing the effectiveness of the control measures.

In general, a hazard identification & risk assessment evaluation should be conducted when the following circumstances apply:

- When a project or specific task is being undertaken for the first time and the risks are unknown.
- When newly established tasks are introduced that may present new hazards or risks.
- For non-routine tasks where the experience of those involved is limited.
- Any job or action that is intuitively deemed to be a high risk.
- When partaking in tasks or visiting areas that may expose an Employee to hazards relating to vehicles and equipment, powerlines/ electrical wiring, confined spaces, toxic materials, manual material handling, the use of power tools, etc.

To identify and assess hazards, Employees and Supervisors visiting project sites and/or approaching a new task should consider the following:

- Collect and review information about the hazards present or likely to be present on project sites.
- Plan by reviewing site layouts, design drawings, and specifications of the work schedule.
- Consult with clients, contractors, and subcontractors to identify roles, responsibilities, and expectations around Health & Safety matters.
- Conduct thorough site inspections, checking for any potential hazards such as uneven terrain,

tripping hazards, unstable structures, sharp edges, excessive noise, risk of falling objects, exposed electrical wires, harmful radiation, or hazardous materials.

- Determine if equipment, tools, or objects pose a risk for bodily injuries in terms of making direct contact.
- Assess the level of risk that any potential hazard may pose to the Health & Safety of those involved. Priority should be given to hazards according to their level of risk, considering the level of existing controls or measures in place to eliminate the risk.
- Communicate the hazards and controls to all relevant parties to ensure compliance and cooperation. Supervisors and Employees are expected to request appropriate actions and solutions to minimize/eliminate hazards.
- Hazards that should be checked include chemical, physical, biological, and ergonomic.

If potential hazards are identified, the appropriate measures and controls should be introduced to eliminate or control the observed or predicted hazards. If the hazard cannot be eliminated, the Employee should not proceed in performing the task or entering the hazardous area. The Hierarchy of Controls as presented by NIOSH is a suitable method of determining which actions will control exposures. The Hierarchy of Controls has five levels of actions to reduce or remove hazards. The preferred order of action based on general effectiveness is 1) Elimination, 2) Substitution, 3) Engineering Controls, 4) Administrative Controls, and 5) Personal Protective Equipment (PPE). Using this hierarchy can lower Employee exposures and reduce risk of illness or injury.

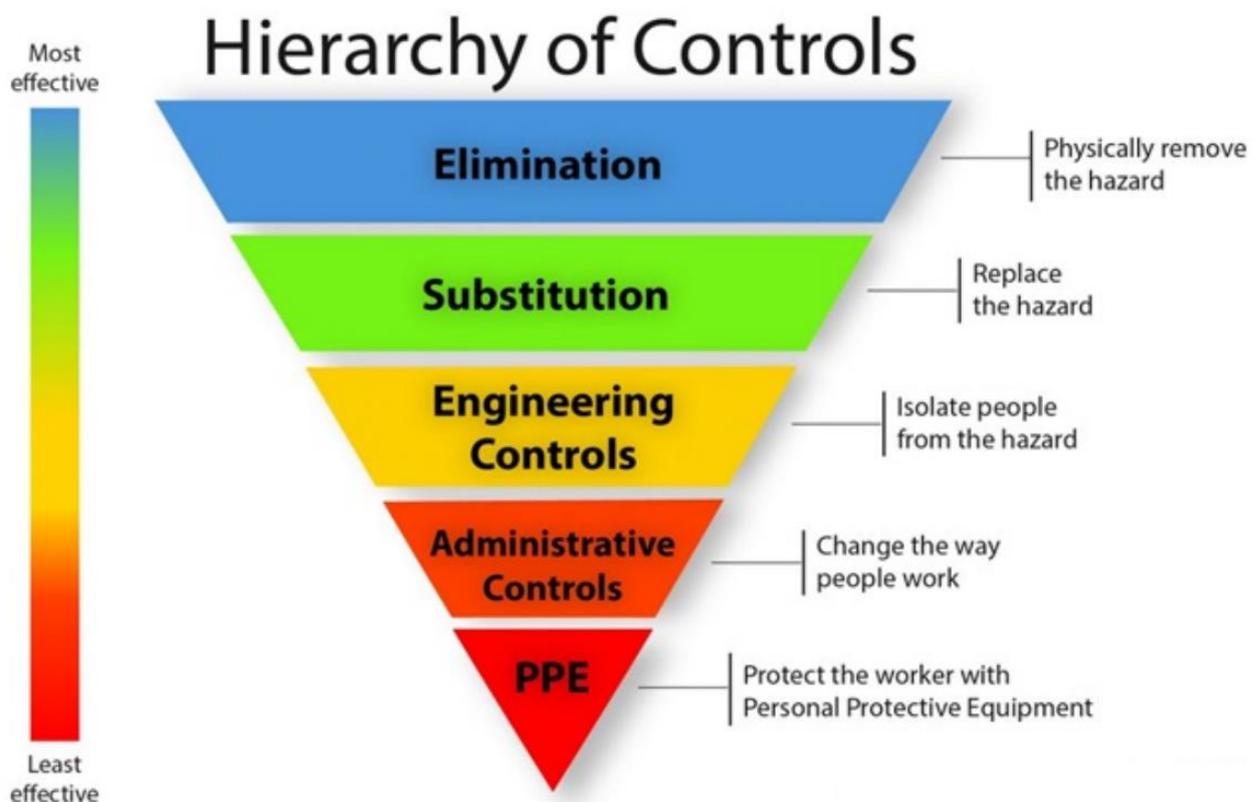
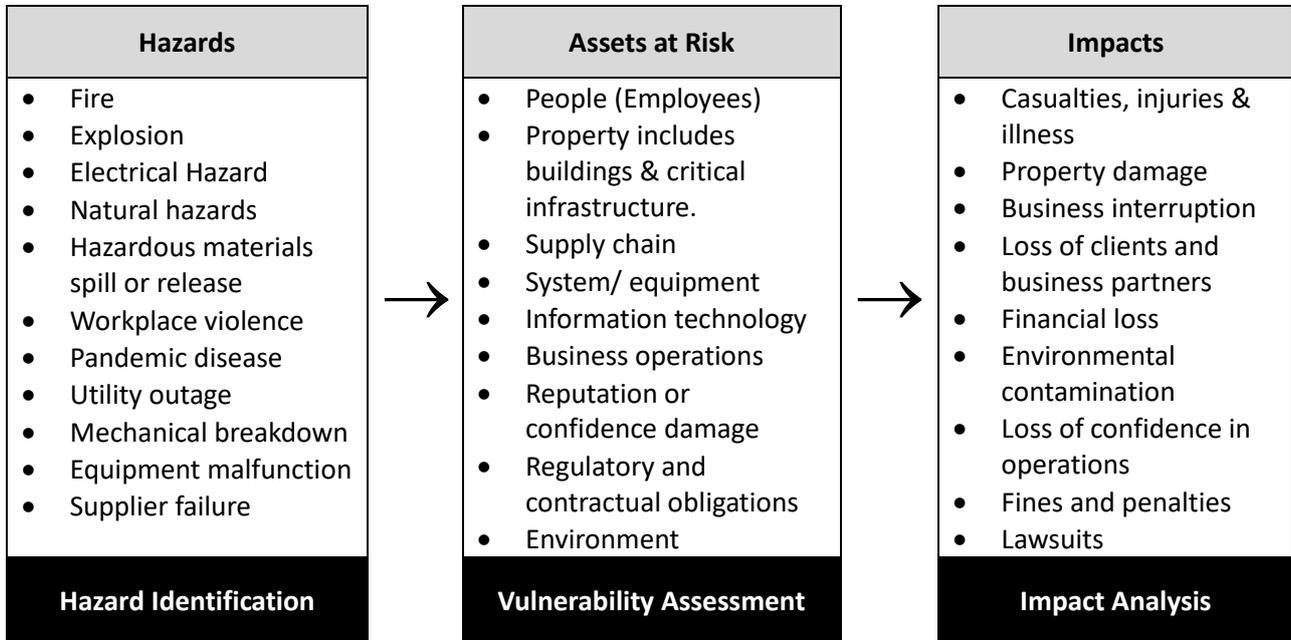


Image Source (Public Domain): The National Institute for Occupational Safety and Health (NIOSH) – Hierarchy of Controls

- **Elimination:** Removes the hazard at the source. It is the preferred solution to protect Employees.
- **Substitution:** Using a safer alternative to the source of the hazard.
- **Engineering Controls:** Reduce or prevent hazards from encountering Employees. This includes modifying equipment or the workspace.

- **Administrative Controls:** Establish work practices that reduce the duration, frequency, or intensity of exposure to hazards.
- **PPE:** Equipment worn to minimize exposure to hazards.

The following diagram illustrates examples of the types of hazards, risks, and the negative impact of failing to identify and address the initial hazard:



When a hazard or risk has been identified, all Employees are encouraged to complete and submit the **OH&S INCIDENT INVESTIGATION REPORT** attached to this policy as **APPENDIX A**.

## 9. Incident Reporting & Investigations

One of the key components in achieving the highest level of safety performance is the incorporation of a well-developed system for the reporting, review, and analysis of hazardous conditions/ acts, and near miss incidents. The categories of accidents/ Incidents that must be investigated and reported include (but are not limited to) the following:

- Fatalities.
- High potential near miss incidents.
- Incidents that require first aid treatment, medical assistance, or hospitalization.
- Vehicle related accidents/ incidents that occur during regular working hours while performing work related activities.
- Equipment malfunctions.
- Fires and explosions.
- Falls and slips.
- Electrical exposure or hazard.
- Tool injuries.
- Biological material exposure.
- Chemical/ corrosive/ hazardous materials exposure.
- Floods due to insufficient control measures.

- Weather events that create unsafe conditions within the office environment or project sites.
- Acts of violence.

If an Employee observes a condition or act that does not appear to be safe, they must take immediate action to correct it (if possible) and report the situation to their Supervisor and the HR Department for appropriate follow-up and corrective action. The same process should be applied for accidents that result in injury or illness, regardless of how insignificant it may appear. For all accident/ incident categories listed above, Employees are required to complete the **OH&S INCIDENT INVESTIGATION REPORT** included as **APPENDIX A** of this policy as soon as possible. Such reports are necessary to comply with the locally mandated laws, regulations, policies, and insurances, which will be applied and adhered to in case of lost time due to workplace injuries or illness.

The Employee's Supervisor and the HR Department will be responsible for carrying out an investigation of the reported incident and determining what steps should be taken to prevent a recurrence. In some scenarios, the Company may liaise with an external Health & Safety advisor to help resolve the incident and prevent future workplace hazards.

## **10. Emergency Response**

To ensure the effectiveness and efficiency of the Emergency Response Plan, the following practices will be implemented within each office setting and project site:

- Coordination procedures and documents clearly defining Emergency Response roles and responsibilities with on site business partners under Emeren's control and responsibility.
- New Employee Health & Safety orientation that includes topics related to Emergency Response.
- Additional Emergency Response training, including hands-on and simulated exercises, which will be administered on an as needed basis.
- On-site Emergency Response facilities that are established and maintained in fully operable condition (ex: first aid equipment, firefighting equipment, and emergency contact information posted in common areas).
- First aid supplies placed in an easily accessible area, containing individually sealed items. First aid supplies must be regularly replenished, and close attention must be given to the expiration date of each item.
- Evacuation plans prepared, posted, and known by all Employees.
- Equipment inspection reports established and maintained as needed.

The HR Department will provide Employees with the appropriate emergency contact information relevant for each office location. Depending on the severity of the incident, Employees must contact emergency services as soon as possible.

### **Minor Illness and Incident Procedure:**

- a. Report illness/ injury to your Supervisor and the HR Department.
- b. Utilize the first aid kit provided within the office setting or at the project site.
- c. Request assistance from any Employee or third-party collaborator who has been first aid certified.
- d. Seek medical attention as soon as possible if symptoms such as infection, swelling, bleeding, or illness

persists.

- e. Complete the **OH&S INCIDENT INVESTIGATION REPORT** attached as **APPENDIX A** to this policy. The completed document should be shared with your Supervisor and the HR Department.

### **Major Illness and Incident Procedure:**

- a. Ensure the safety of the area surrounding the injured individual (if possible).
- b. Refrain from moving the injured person unless they are in still in immediate danger.
- c. Contact emergency services or a paramedic, offering as many details as possible until they arrive on the scene. When possible, request the help of someone with a first aid certification.
- d. Before emergency services or a certified first aider arrives on the scene, the following steps should be considered:
  - o Try to apply pressure directly to the wound of an injury involving arterial bleeding. If possible, use disposable gloves to reduce the risk of infection.
  - o If the injured person is experiencing shock, you can keep them warm, quiet, and reassured that emergency services are on their way.
  - o Provide drinking water and contact a local poison control center for further assistance for cases involving poisoning or harmful materials exposure.
- e. When emergency services, paramedics, or first aiders arrive on the scene, let them take charge of the situation and help them maintain safe conditions surrounding the injured individual.
- f. Complete the **OH&S INCIDENT INVESTIGATION REPORT** attached as **APPENDIX A** to this policy. The completed document should be shared with your Supervisor and the HR Department.
- g. Following the investigation process, you will be advised on the corrective actions taken to prevent a recurrence of the incident and resulting injury.
- h. Depending on the country, incidents of a serious nature may require specific Governmental and/or Insurance reporting. Please coordinate with the HR Department to ensure the correct procedures are followed.

Please coordinate with the HR Department when a workplace injury or illness requires lost time, as instructed by a certified medical provider. Based on local laws, regulations, governmental requirements, and insurance policies, the HR Department will establish a return-to-work plan and/or any required workplace accommodations.

### **11. Workplace Health & Safety Inspections**

Regular workplace inspections will be conducted to identify, evaluate, and minimize potential hazards within the workplace. These inspections demonstrate Emeren's commitment to safe work practices and provide a systematic method for involving Supervisors and Employees in the process of enforcing our safety commitment.

As per the laws and regulations of several countries we operate in, the Company is required to conduct periodic office inspections at specific periods of time. Emeren will follow all local laws and regulations related to Health & Safety inspections pertaining to the office premises. Outside of these regulations, Emeren will conduct a thorough Health & Safety office inspection within every quarter throughout the year. Under normal circumstances the HR Department will conduct the safety inspection. However, in cases where there are no HR Representatives present in the office, the Company will arrange to have an on-site Employee conduct the

inspection, subject to their acceptance of the responsibility.

As presented in **APPENDIX B (WORKPLACE INSPECTION CHECKLIST)** of this policy, Employees conducting office-based Health & Safety Inspections should use the same (or similar) template to inspect the office premises and document their findings. The checklist should include (but are not limited to) the following topics:

- Availability and communication of emergency contact information.
- Fire safety and emergency evacuation routes.
- First aid and emergency equipment.
- Assessment of walkways, stairwells, and entry/exit clearance and obstructions.
- Electrical safety.
- Power-operated tools, equipment, and appliances.
- Hazardous materials storage.
- Furniture and office equipment.
- Housekeeping and cleanliness.
- General items that impact Employee Health & Safety within the workplace.

Following the collection of each individual Workplace Health & Safety Inspection, the HR Department will inspect the data and ensure corrective actions are taken in a timely manner to address all potential workplace hazards.

## **12. Personal Protective Equipment (PPE)**

All individuals working on our projects (including visitors) will be required to use Personal Protective Equipment (PPE) appropriate for the work being performed and the nature of the hazards involved. No individual will be permitted to enter an area, or perform any work, where personal protection is required unless that individual is correctly attired with the necessary protective clothing or equipment. All personnel on site will be required to wear standard PPE if safety hazards are identified. This may include hardhats, safety vests, work boots, protective gloves, safety glasses, hearing protection, dust masks, reflector vests, fall protection apparatuses, and/ or long sleeve shirts and pants.

With respect to the requirements for additional PPE, a risk assessment will be carried out prior to work commencement to determine additional PPE requirements considering site conditions, the nature of the work activity and associated safety risks. PPE will be selected based on the identified hazards, which must comply with relevant regulations and standards. It is the responsibility of the Employee to store and correctly maintain any Company provided PPE. If the PPE has become damaged, Employees should make a request to their Supervisor for a replacement as soon as possible.

## **13. Workplace Harassment**

The Company will continue to uphold the standards of its **“Workplace Discrimination and Harassment Policy”** in its most current version. Employees should follow the appropriate internal reporting procedures outlined within this policy when experiencing or witnessing any instances of workplace discrimination or harassment.

Emeren prohibits harassment of any kind, including sexual harassment, and will take appropriate and

immediate action in response to Complaints or knowledge of violations of this policy. For purposes of this policy, harassment is any verbal or physical conduct designed to threaten, intimidate, or coerce an Employee, co-worker, or any person working for or on behalf of the Company.

The following examples of harassment are intended to be guidelines and are not exclusive when determining whether there has been a violation of this policy:

- **Verbal harassment:** Includes derogatory comments or slurs that are offensive or unwelcome regarding race, religion, religious creed (includes all aspects of religious belief, observance, and practice, including religious dress and grooming practices), color, national origin, ancestry, physical and mental disability, medical condition, genetic information, marital status, gender (which includes pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy), gender identity, gender expression, sexual stereotypes, gender transitions, wearing a natural hairstyle representative of your race or national origin, age, military and veteran status, registered partner status, or any other legally protected characteristic.
- **Physical Harassment:** Assault, impeding or blocking movement, or any physical interference with normal work or movement, when directed at an individual. Other examples include touching, pinching, patting, grabbing, brushing against, poking another Employee's body, hazing or initiation that involves a sexual component, and requiring or requesting that an Employee wears sexually suggestive clothing.
- **Visual Harassment:** Derogatory posters, cartoons, drawings, or pictures. For example, displaying sexual pictures, writing or objects, obscene letters, or invitations, staring at an Employee's anatomy, leering, sexually oriented gestures, and unwanted love letters or notes (such as email, text message, and paper form).
- **Sexual Harassment/ Favors:** Any single or repeated incident of objectionable or unwelcome conduct of a sexual nature, that an Employee knows or ought to reasonably know would cause offence, humiliation, degradation, or embarrassment. In addition, unwanted sexual advances which condition an employment benefit upon an exchange of sexual favors. Some examples include continued requests for dates, any threat of demotion, termination, etc., if requested sexual favors are not given, making or threatening reprisals after a negative response to sexual advances, or propositioning an individual.
- **Bullying:** Defined as repeated mistreatment of one or more persons (the targets) by one or more perpetrators. It is abusive conduct that is threatening, humiliating, or intimidating, causing work interference/ sabotage, which may have an overall impact on work productivity.
- **Nonverbal Harassment:** Includes distribution, display, or discussion of any written or graphic material that ridicules, denigrates, insults, belittles or shows hostility, aversion, or disrespect toward an individual or group based on any of the classes mentioned above.

Any Complaint filed with a Supervisor and/or HR department will consider all details and evidence of the situation. The above listed examples may not contain every example of discrimination or harassment that may occur.

## **14. Workplace Violence Prevention**

Emeren is committed to providing a safe, violence-free workplace and strictly prohibits Employees, consultants, vendors, clients, visitors, members of the public or anyone else on Company premises or engaging in a Company-related activity from behaving in a violent or threatening manner. As part of this policy, the Company seeks to prevent workplace violence before it begins and reserves the right to deal with behavior that suggests a propensity towards violence even prior to any violent behavior that occurs. The Company has a zero-tolerance policy and anyone exhibiting bullying, overly aggressive or other inappropriate behavior will be disciplined, terminated and/or legal action may be taken.

The Company wishes to promote a workplace that encourages courtesy and respect. Consequently, we are defining “workplace violence” as anything that includes but is not limited to:

- Threats of any kind whether said as a joke or not and delivered in any form including but not limited to verbally, by email or text message.
- Threatening or violent behavior, such as an attempt to intimidate or instill fear in others. A threat of violence will be considered the same as, and dealt with in the same manner as, an act of violence.
- Other behavior that suggests a propensity towards violence, such as belligerent speech, excessive arguing or swearing.
- Theft or sabotage of Company property.
- A demonstrated pattern of refusal to follow Company policies and procedures.
- Defacing Company property or damaging the facilities.
- Bringing weapons or firearms of any kind on Company premises, in Company parking lots, or with you while conducting Company business.

If any Employee observes or becomes aware of such actions or behavior by an Employee, client, consultant, vendor, visitors, or anyone else, they should notify their Supervisor immediately. In case of emergency, the authorities should be notified. Further, Employees should notify their Supervisor if any restraining order is in effect or if a potentially violent non-work-related situation exists which could result in violence in the workplace. All suspicious individuals or activities should also be reported as soon as possible to a Supervisor.

All reports of workplace violence will be taken seriously and will be investigated promptly and thoroughly. If the Company determines that workplace violence has occurred, the Company will take appropriate corrective action and will impose discipline upon the offending Employee(s), up to and including termination. If the violent behavior is that of a non-Employee, the Company will take appropriate corrective action to ensure such behavior is not repeated to maintain the safety of our Employees.

## **15. General Vehicle Safety**

In some cases, Employees may be required to operate a vehicle rental or utilize their personal vehicle as part of their job scope. It is imperative that Employees of Emeren exercise a high level of safety and responsibility when operating a vehicle either on or off the highway or on any of the project sites.

All Employees operating vehicles, will have to adhere to the following guidelines:

- Possess a valid driver’s license and insurance.

- Never operate a vehicle while under the influence of alcohol, drugs, or prescription drugs that impair awareness and ability.
- Check the general condition of the vehicle prior to operating it for long distances.
- Conduct a “walk around” vehicle inspection to check for obstructions or hazards prior to operation.
- Drive at or below the posted speed limits and comply with all traffic laws.
- Always wear a seat belt when the vehicle is in motion. Passengers must also always wear seat belts.
- Obey all posted signs and warnings when driving on public roads, private roads, and project sites. This includes obeying all construction stops and checkpoints.
- Use a vehicle suitable for the expected weather conditions.
- Refrain from traveling in extreme weather conditions that risk low visibility, slippery conditions, snow covered roads, flooded roads, etc.
- Refrain from making or accepting phone calls while the vehicle is in motion. Employees are required to either park in a safe location or utilize hands free options when taking calls.
- Become familiar with emergency contact information, emergency equipment, and ensure spare tires are available.
- Always turn off the engine when fueling the vehicle. Check the oil level each time the vehicle is refueled.
- When the vehicle is left unattended, set the parking brake beforehand.
- Report any incident involving the vehicle and/or injury immediately or as soon as reasonably possible.

In the event of a vehicle related accident/ incident, Employees should follow the below referenced procedures:

- If the vehicle is in motion (and in operation), pull over at a safe location and turn off the engine. Turn on the flashing warning lights, and place pylons (if available) on the road to notify incoming vehicles of your location.
- When safe to do so, check to determine if there are any injuries (including yourself). Contact emergency services as soon as possible if any injuries are observed. The Company suggests seeking medical attention following any accident regardless of the severity, since injuries may not present symptoms immediately. **Please refer to the “Emergency Response” section of this policy for steps relating to minor and major injuries.**
- If the vehicles involved have sustained major damages, refrain from attempting to move the vehicles until the authorities have arrived on the scene. You should wait at a safe location if possible.
- Promptly notify the designated authorities (local police) to report the accident and provide details.
- Drivers should provide accurate and complete information about the accident, including the cause, location, date/time, names of individuals involved, witnesses, and an accurate description of the incident.
- If other parties are involved, exchange contact information and take license plate numbers for follow up, without accepting guilt or responsibility for the accident.
- If possible, you should take photographs of the vehicle damages and the scene.
- Drivers should contact their insurance provider or coordinate with the HR Department when operating a Company provided vehicle.
- Report all accidents promptly to your Supervisor and the HR Department, following all corporate incident reporting procedures.

Please note, no Employee shall be permitted to operate all terrain vehicles or heavy equipment unless it has

been pre-agreed by the Company, the Employee is trained and competent to utilize the equipment, and the equipment operation is required as part of the Employee's job scope.

## 16. Fire Protection and Prevention

Fire protection and prevention is important at Emeren to minimize injuries, loss of life, and property. All office locations will have firefighting and prevention equipment located on site. Employees will be informed of the location of the equipment, its usage, and where the designated fire exits are located. If an Employee discovers a fire or a fire alarm is sounding within the office building, they should act in the following manner:

- Activate the fire alarm and alert other staff members if you are first to observe a fire.
- Only Employees trained to fight fires may do so (under safe conditions). Otherwise, leave the location of the fire immediately.
- Leave the building as quickly and safely as possible, leaving behind personal possessions and office equipment.
- Notify the local fire department and authorities as soon as possible.
- If safe to do so, assist anyone in immediate danger while exiting the building.
- Close all doors behind you to confine the fire and limit its spread.
- Use exit stairwells to leave the building. Refrain from using elevators when exiting the building.
- Meet with fellow team members at any muster station designated by building management. Team Leaders should take a count of Employees to ensure there are no Employees unaccounted for.
- Refrain from re-entering the building until the authorities and building management have confirmed it is safe to return.

Proper housekeeping is often the best defense against a fire hazard. As a general practice, Employees should follow these procedures to prevent fires within the office premises:

- Keep stairwells, exits, and passageways free of obstructions.
- Keep access to fire protection equipment (pull stations and fire extinguishers) free and clear.
- Store flammable and combustible liquids in approved storage containers and cabinets.
- Keep office items away from sprinklers and smoke detector areas.
- Avoid overloading power strips/ surge protectors with too many connecting cords. If a power strip or surge protector becomes hot or shows visible damage, it should be replaced as soon as possible.
- Avoid placing electronics and/ or plugging appliances into areas where it can be exposed to water or moisture.
- Do not staple, tack, or tape a power strip or surge protector to any surface.
- Do not place power strips/ surge protectors under carpet or any surface that would result in overheating.
- Refrain from "daisy chaining" (connecting) power strips/ surge protectors to satisfy power requirements and/or lack of available direct plug ins.
- Place all trash and debris in the proper containers and remove combustible materials from heat and electricity sources.
- Immediately report malfunctioning electrical devices to building management as soon as possible.
- Do not make any attempt to install, fabricate, repair, test, or modify electrical wiring, devices, systems, or equipment. Only those individuals who are qualified and authorized shall perform this work, ideally a contracted third party.

- Do not smoke within the office premises. Employees should only smoke in designated areas while paying close attention to proper cigarette disposal.

Regardless of the size and magnitude of the fire, the incident should be documented appropriately using the **OH&S INCIDENT INVESTIGATION REPORT** attached as **APPENDIX A** of this policy.

## 17. Fall Protection

Due to the nature of Emeren's business activities, some project-oriented Employees may partake in work at heights that could result in incidents and/or injuries. This is especially the case for Employees performing labor intensive and/or operations & maintenance activities in countries developing rooftop projects. Whenever possible, Emeren encourages our Employees to carry out work on the ground rather than at dangerous heights. If such a need does arise, every Employee must use fall protection equipment that meets the design standards clarified in the local laws and regulations pertaining to OH&S standards. Fall protection systems may include barricades, guard rails, harnesses, work platforms, and scaffolding.

Office-based Employees are not permitted to perform tasks that require climbing or that increase the risk of falling from a dangerous height. Project oriented Employees who are required to visit project sites and perform physical inspections or labor-oriented tasks should discuss all safety matters relating to fall protection prior to performing those work activities. A Hazard Identification & Risk Assessment must be conducted prior to using any scaffolding equipment. The surface and its supports must be able to safely carry the expected loads, including workers, materials, tools, and equipment. The walking surfaces should include barriers for fall protection and the surfaces should be non-slip and free from tripping hazards. If possible, fall-arrest systems should be used to stop a worker from falling an uncontrolled distance and reduce the impact of a fall. Prior to using any fall protection equipment, the following procedures must be followed:

- Ensure that the systems are designed and constructed as per regulatory requirements.
- Ensure temporary structures are inspected prior to and during use, especially when being transferred to a different area.
- Ensure all fall arrest systems, devices, and procedures comply with regulatory requirements.
- Ensure Employees who use fall protection systems are competent and adequately trained in fall protection systems (ex: hazards, use, limitations, inspections, etc.).
- Ensure fall restraint systems, lifelines, connection points, harness systems, and anchoring points are all examined to ensure stability and safety prior to use.

Only on-site project Employees are permitted to use portable ladders if the usage of safer systems is not practical. Office based Employees should make a request to building maintenance if office repairs require climbing to a specific height. If Employees are permitted and required to use ladders as part of their job function, they should proceed as follows:

- Always ensure the ladder is un-damaged and safe to use. If there are any weakened, broken, bent, or missing components, the ladder must not be used.
- Always ensure the top and bottom of the ladder is secure.
- Always ensure the ladder is equipped with non-slip bases.
- Always ensure the ladder is setup at least one meter away from the wall.
- Always setup the ladder on a firm level surface. Never climb a ladder setup on an uneven or soft

base.

- Always use a rope or other device to pull up work tools or materials. Never carry them in your arms while climbing the ladder.
- Always face the ladder and use both hands when climbing up or down.
- Always ask a fellow Employee to hold the bottom of the ladder.
- Always keep metal ladders away from electrical sources.
- Never erect a ladder in a passageway, doorway, or other locations where it can be struck by another person or vehicle.
- Never over-reach past the sides of the ladder when climbing or positioned anywhere on the ladder itself.
- Never stand on the top 2-3 steps of the ladder.

The Company will administer fall protection training when Employees are required to work at heights that may pose a risk to their safety and well-being.

### **18. Manual Material Handling (MMH)**

Manual Materials Handling (MMH) means moving or handling objects, by lifting, lowering, pushing, pulling, carrying, holding, or restraining. Every Employee who lifts or performs tasks requiring Manual Material Handling will experience some level of risk for work related musculoskeletal injuries. **Unless specified within the Employee's job description, the Company does not authorize Employees to perform duties that require moving heavy materials or objects that may cause injuries.** Risk factors associated with Manual Material Handling include the following:

- The weight of the load lifted.
- The range of the lift.
- The location of the load in relation to the body.
- The size and shape of the load.
- The number and frequency of lifts performed.
- Excessive bending and twisting.

Although the Company does not require most Employees to handle heavy objects as part of their job duties, effective workplace lifting techniques can help reduce the risk of injury. For example:

- Evaluate the need to move or lift the object.
- Change the shape and/or weight of the load to be moved.
- Ensure there is clear and easy access to the load to be moved.
- Ensure that the planned location of the load is free of obstacles and debris.
- Ensure there are no risks that clothing, jewelry, or accessories can get caught (or hooked) on the load.
- Ensure there is adequate lighting when moving and lifting objects.

Once the above conditions have been fulfilled and concluded that manual material handling must be performed, Employees should consider the following guideline to ensure safe handling of the object:

- Try out the load first. If it's too bulky or heavy, get help from others. For most individuals, lifting over

20 kilograms (44 pounds) results in an increased risk for back injuries. Where possible, remove the contents of boxes or reduce the overall weight of the object to minimize the injury risk.

- Avoid lifts that require stretching or bending to reach the load.
- Avoid lifting objects of an unusual shape or large boxes without assistance.
- When lifting, keep your back straight and lift with your legs.
- Lift slowly and carefully.
- Keep the load as close to your body as possible while lifting it.
- Don't twist or turn your spine while carrying the load.
- When lowering the load, bend with your knees and keep your back straight.
- Utilize tools/ mechanical lifting equipment such as moving carts, dollies, or hand trucks if they are available in the office or building.

Please consult with your Supervisor and the HR Department when there are tasks that require lifting or moving heavy objects.

## **19. Housekeeping**

Effective housekeeping practices can help control or eliminate workplace hazards. Housekeeping includes keeping work areas neat and orderly, ensuring halls and floors are free of slip and trip hazards, and removing waste materials (e.g., paper, cardboard) and other fire hazards from working areas. It also requires paying attention to important details such as the layout of the whole workplace, aisle marking, the adequacy of storage facilities, and maintenance.

Poor housekeeping practices can cause the following incidents:

- Tripping over loose objects on floors, stairs, and platforms.
- Being hit by falling objects.
- Slipping on greasy, wet, or dirty surfaces.
- Striking against protruding, poorly stacked items, or misplaced materials.
- Cutting, puncturing, or tearing the skin.

Working areas (including office space) must be kept clear and free of obstructions. It is the Company's expectation that all Employees adhere to the following housekeeping principles:

- Office settings must be cleaned regularly. This includes sweeping, mopping, restroom/ kitchen cleaning, and trash collection. Breakrooms, kitchens, and restrooms should be kept clean and tidy at all times.
- Desks and workspaces should be kept free of clutter, unnecessary items, and personal belongings.
- Materials and equipment should not be stored in a manner that will block, restrict, impede, or prevent access to entrances, exits, stairwells, walkways, and emergency equipment such as fire extinguishers and fire alarms.
- Prevent falling objects by stacking items neatly, with heavier items stored at a lower level.
- Stairwells should not be blocked or used as a space for storing materials and equipment. These areas should be kept free of obstructions in the event of an emergency with a need to evacuate the premises.
- Office space power cords/ wiring should be set up and managed by an individual certified to do so.

All cords should be inspected for damage prior to use. They should not be placed across entrances, exits, walkways, or emergency equipment. Cords should be arranged around the perimeter of the office space or desks and be taped down, fastened, and properly covered to avoid tripping hazards.

- Maintain office equipment and report any malfunctions, ensuring office supplies and equipment are stored and used efficiently.
- All solutions and equipment containing chemicals must be stored in approved areas and properly labeled.
- Spills should be cleaned up promptly with absorbent materials and agents.
- All trash and waste materials should be placed in their appropriate containers for disposal. Waste separation, recycling, and reduction methods are encouraged at all office locations and project sites.
- Minimize paper usage by digitizing documents when possible. Use recycling bins for paper disposal.

To avoid hazards, a workplace must "maintain" order throughout the workday. Therefore, Employees are encouraged to report housekeeping and maintenance issues to their Supervisors or the HR Department for prompt resolution.

## **20. Third Party Relations**

Effective Client, Business Partner, Contractor, and Sub-Contractor working relationships are critical for Emeren and our Health & Safety performance. Emeren will strive to engage reputable and fully qualified third parties who have demonstrated an ability to conduct their activities in a manner consistent with effective Health & Safety and Environmental standards. Any third-party Health & Safety concerns should be reported immediately to management, especially if there are potential risks to our Employees, the public, our property and assets, or the environment. Therefore, the following must be considered and implemented accordingly:

- Clearly state the intention to comply with local, regional, and national Health & Safety laws and regulations, as well as Emeren's Health & Safety policies and procedures.
- Monitoring of third-party performance includes identifying deficiencies, correcting them, and administering preventative measures.
- Health & Safety criteria must form part of the consideration when selecting and negotiating with third parties.
- Project team members must ensure Health & Safety expectations, objectives, responsibilities, and roles are clearly defined, documented, and agreed between the involved parties.
- Third parties have clearly defined roles and responsibilities within the workplace and on project sites.
- Project team members must clarify that third-party personnel changes, equipment modifications, and changes to the scope of work must be communicated and negotiated with the Emeren team.
- Communication methods between Emeren Employees and third parties are clearly defined and effectively managed.
- Lessons learned from third parties are captured and openly shared among the Project team members.
- Third party suppliers must be assessed to determine if the equipment/ materials are safe, compatible, high quality, and fit for their intended service. In some cases, the appropriate certifications must be checked.
- Ensure third parties operating on project sites understand their responsibility to provide their Employees and Contractors Personal Protective Equipment for the work for which they are

responsible for carrying out.

- Ensure any on-site work is immediately paused if any imminent hazards are identified, or unsafe practices are observed on behalf of the third party. The work shall commence when appropriate and effective corrections have been implemented.

Contractors and subcontractors providing a service or support to Emeren are required to work in accordance with the provisions of this policy. Additionally, they are responsible for the following:

- Complying with all safety policies, procedures, programs, and regulatory requirements.
- Acquainting themselves with the hazards that may exist in the activity they will be undertaking or the locations they will be working in, as well as the appropriate mitigating measures.
- Using environmentally friendly materials as much as possible (with certifications).
- Purchase and maintain the appropriate level of insurance that covers their personnel in the event of an incident or injury.
- Refuse to undertake unsafe work or utilize unsafe equipment believed to be unsafe.
- Perform all tasks in a safe manner, paying close attention to co-workers, our Employees, the public, and the environment.
- Participate in any required safety orientations, training sessions, programs & meetings, and make positive suggestions to improve site safety.
- Enact measures to ensure only personnel who have received (and passed) Health & Safety training are permitted on project sites.
- Ensure personnel have obtained the required certification, education, and training required to perform specialized duties related to electrical, environmental, high-altitude, and other specialized operational and technical tasks.
- Always use the required personal protective equipment and clothing.
- Report all unsafe conditions, imminent danger, and potential hazards to Emeren representatives immediately.
- Report all health, safety, and environmental incidents, as well as near-miss incidents to Emeren representatives.
- Establish safety protection procedures and facilities on project sites in accordance with the relevant local laws and regulations.
- Establish the appropriate emergency response procedures, depending on the nature and severity of the incident.

## **21. Workplace Visitation**

All visitors are the responsibility of Emeren and must follow the same standards as our Employees. Visits from friends and family should be kept to a minimum, to preserve an appropriate work environment. When an Employee is expecting visitors, please inform the HR Department of the date, time, and purpose of the visit.

The Company reserves the right to deny visitation requests when the guest or visitor is not visiting for legitimate business reasons, has been disruptive in the past, when the office is holding a special event on the date of the visit, or it's not appropriate (or safe) to grant visitor access to the office location or project site.

As a general practice, all visitors are required to adhere to the following rules and procedures:

- Meet with local office admin/ reception to indicate visitation reasons and provide information such as name, job title, and the name of the Company they're representing.
- Be accompanied by an Emeren Employee of the local office or a representative of the project site.
- Wear approved Personal Protective Equipment (PPE) when visiting project sites. This includes high visibility vests, hard hats, foot protection, ear protection, and eye protection.
- Comply with office and project site Health & Safety requirements and policies.
- Refrain from allowing visitor entry into designated restricted areas or offices without an invitation.

Emeren believes that by working together and respecting these guidelines, we can create a harmonious and secure environment that reflects our Company's values and standards.

## **22. Alcohol and Drugs**

The Company is committed to maintaining a workplace free from the effects of alcohol and drugs. We expect all Employees to report to work free from these effects and be able to fully perform their job duties.

While on the office premises and while conducting business-related activities off the Company premises, you may not be in any condition that impairs your work performance due to drug or alcohol use or abuse. You may not engage in the unlawful manufacturing, distribution, dispensation, and possession or use of drugs. You may not drive Company vehicles or personal vehicles for Company business if you are under the influence of drugs or alcohol. Violations of this policy may lead to disciplinary action, up to and including immediate termination of employment. Such violations may also have legal consequences as per the local laws and regulations that pertain to the country where the infraction has occurred.

The legal use of physician prescribed drugs and medicines are permitted at work, only if it does not impair your ability to perform the essential functions of the job effectively and in a safe manner that does not endanger you or other individuals in the workplace. If you are taking prescribed drugs which may affect your attentiveness, cause drowsiness, or otherwise impair your abilities, please notify the HR department of this fact so modifications to job duties can be made if appropriate.

If you have developed an addiction or dependency on drugs or alcohol, you are encouraged to discuss together with the HR Department for further assistance.

## **23. Remote & Hybrid Working Schedules**

Employees who have been approved to work remote or as part of a hybrid working schedule are required to maintain a designated working area at home or other approved remote work site. The workspace should be in a safe, unobstructed, and clean area. This includes, but is not limited to, the following basic safety precautions:

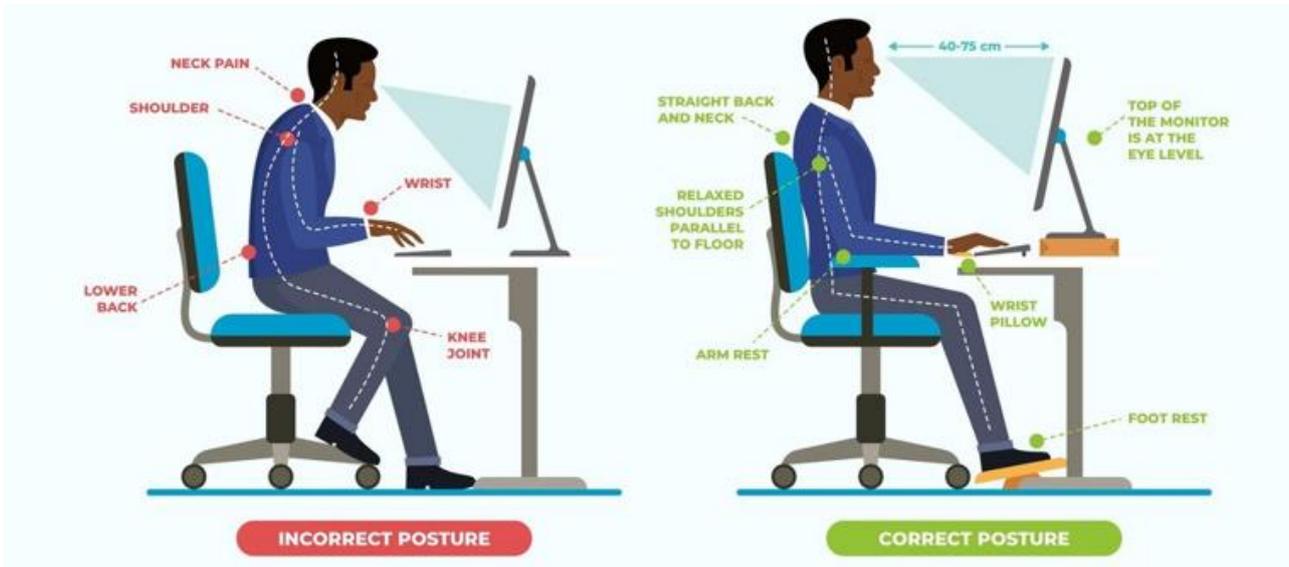
- Ensure there is sufficient space to work comfortably.
- Ensure you can access the workspace easily and safely.
- Eliminate trip, slip, and fall hazards (For example, cables, electrical wires, and rugs).
- Maintain a clean working area, free of clutter such as excess supplies, clothing, toys, etc.
- Ensure proper lighting, heating, and ventilation are provided.

- Ensure the working area is ergonomically fit to address potential risk factors.
- Ensure electrical sockets, plugs, and cords are in good condition.
- Ensure (when possible) there is sufficient privacy and freedom from disturbances.
- Do not place laptop/ monitor in a position that may result in screen glare.
- Pay close attention to equipment defects, and request for repairs/ replacements of equipment covered under Emeren's expense reimbursement policies.
- Keep flammable materials and ignition sources to a minimum.
- Ensure smoke detectors/ fire alarms are present and in working order.
- Review and understand the emergency evacuation routes when working from an apartment building.
- Ensure the planned exit routes remain free of obstructions.
- Pay close attention to cooking appliances, flammable cooking oils/ grease, stove burners, defective microwaves, etc.
- Never smoke anywhere within your home. If you must smoke, do so outside while ensuring the cigarettes are extinguished in water.
- ***\*Please refer to the housekeeping section of this policy for more specific examples of maintaining a safe working environment.***

Ergonomics, posture, and movement are primary considerations when it comes to the safety and health of Employees with remote/ hybrid schedules. Ergonomics is the proper fitting of the workstation to accommodate the safe posture and movements of the Employee, rather than forcing the body to fit into a poorly arranged workstation. Employees should refer to **APPENDIX C** for an **ERGONOMIC ASSESSMENT AND REMOTE WORK SAFETY CHECKLIST**, while also considering the following key points:

- When seated, feet should be flat on the floor, thighs parallel to the floor and lower legs approximately vertical. A footrest should be used if your feet cannot rest flat on the floor.
- Sit upright while using laptops/ computers.
- Sit in an office chair that supports the lumbar, or lower area of the spine. If the back rest doesn't accomplish this, consider using an additional lumbar support or cushion.
- The height of the chair should be adjusted to allow the thighs to be parallel to the floor. If the height of your chair is not adjustable, you should select a chair that is the correct height for you.
- If the chair has adjustable armrests, you should adjust them, so your arms gently rest on the armrests while your shoulders are in a relaxed position.
- With the chair properly adjusted, your knees, hips and elbows should be at approximately a 90-degree angle. This is the "neutral" position for these joints.
- Position screen level with, or slightly lower than, your eyes and therefore avoiding bending the neck for sustained periods of time.
- The screen should be positioned at approximately an arm's length away from your seating position.
- Position the keyboard and mouse so you do not have to reach/ stretch to use them.
- Your wrists should be flat when typing, not tilted down or back. You may need to raise or lower the keyboard to maintain this neutral wrist position or use a wrist pad to raise the wrists to the proper level.
- If telephone use is a large part of your job, you should utilize a comfortable headset to reduce the ergonomic strain of holding a handset/ phone.
- Business calls should be made/ taken in a private space.
- Laptops/ computers and other work-related devices should not be left unlocked when you leave your workspace.

- Avoid holding the same posture or repeating the same movements for extended periods of time. Take periodic stretch breaks and change positions frequently. The same shall apply for office-based Employees.
- A light stretching routine should be incorporated throughout the workday. The HR Department will periodically issue a separate instruction on how to perform these stretches.
- *\*Please see below for an illustration of how to sit with proper posture.*



Personal security should be a key consideration when working a remote/ hybrid schedule. Please consider the following security related points when working from home:

- Never provide your home address or personal information to business partners, clients, or other third parties.
- Never arrange meetings with business partners, clients, fellow employees, or other third parties within your home. Meetings should only be held online, in a public space (ex: coffee shop), in a shared office (if provided), within the business partners corporate office, or within one of the Emeren office locations.
- Always inform your Supervisor when you're required to participate in off-site meetings to ensure someone is aware of your destination.
- Always keep your exterior doors locked while performing work duties, to ensure no one enters your home unexpectedly.

To avoid the psychological impacts of feeling isolated from team members, Employees should actively participate in video conferences, group emails/ chat, and make reasonable efforts to visit nearby office locations. Please speak with an HR Representative regarding your work from home/ remote office arrangements.

## 24. Health & Safety Training & Education

During the Employee's orientation period, they will be required to complete an online Health & Safety training course as part of their induction to the Company. This training may include topics related to hazard awareness, reporting procedures, emergency response, PPE requirements, responsibilities of Employees, etc.

Additional training may be provided for specific roles, especially those who frequently attend project sites. In this case, Employees and Supervisors should make a request to the HR Department to help arrange the supplementary training internally or via external vendors. Health and Safety training programs will be designed based on a needs assessment and will comply with relevant legal requirements and industry standards. The administered training courses may include topics that relate to the following:

- Task and trade-specific training and certifications.
- Workplace hazardous materials training.
- Specialized tool and equipment instruction.
- Personal Protective Equipment (PPE) training.
- Fall protection training.
- Fire protection and prevention.
- First Aid and CPR certifications.
- Hazard identification training.
- Emergency response training.

All Health and Safety training, including attendance, hours, cost, and performance, will be documented for future reference, compliance, and continuous improvement. The effectiveness of training programs will be evaluated through assessments, feedback, and performance metrics.

## 25. Commitment to Continuous Improvement

At Emeren, we are dedicated to promoting a culture of continuous improvement in our Health & Safety practices. To achieve a zero incident & near miss approach to Health & Safety, the Company will implement the following continuous improvement measures:

- **Internal Audits and Assessments:** The Company may perform internal audits/ assessments as a prudent means to monitor compliance and help evaluate our continuous improvement efforts. These internal audit programs will specifically address Health & Safety practices, policies, procedures, and compliance with all local laws and regulations. In the case of an internal Health & Safety audit, all findings will be assessed, documented, prioritized, and monitored, with high priority until resolved.
- **Employee Involvement and Feedback:** We encourage active participation and engagement from all Employees in our Health & Safety initiatives. Employees are encouraged to provide regular feedback, report hazards or safety concerns, and suggest improvements through regular channels of communication. This valuable input will be considered when making decisions to enhance Health & Safety practices.
- **Incident Analysis and Learning:** In the event of an incident, accident, or near miss, the Company will conduct thorough investigations to identify the root causes and contributing factors. The lessons learned from these incidents will be used to develop corrective actions and preventative measures to avoid similar occurrences in the future.
- **Training and Education:** The Company will provide training and education to Employees to enhance their understanding of Health & Safety requirements. These training sessions will cover emerging risks, updated protocols, incident avoidance and reporting, and best practices to promote a safety intensive work culture.
- **Leadership Commitment:** Senior Management and Team Leaders are encouraged to lead by example,

demonstrating unwavering commitment to Health & Safety. Through this commitment, it is important to show active participation in safety initiatives, promoting a safety-first culture, and helping to allocate the appropriate resources to support continuous improvement efforts.

- **Objectives and Targets:** The Company is committed to upholding a zero incident and near miss safety record. Therefore, the Company will continuously monitor its policies and procedures to ensure these standards are maintained.
- **Communication and Transparency:** The Company will communicate its continuous improvement efforts to all Employees, Consultants, Contractors, and Stakeholders (when necessary). Transparent communication will foster trust and create an environment where safety concerns can be openly discussed and addressed.
- **Employee Recognition:** The Company will recognize and celebrate achievements in Health & Safety improvements. Employee efforts in promoting safety, innovative ideas, and successful safety initiatives will be acknowledged to encourage further engagement on the topic.

Through embracing a culture of continuous improvement, the Company will aim to maintain an injury-free and healthy work environment for everyone associated with Emeren.

## 26. Legal Framework & Requirements

The Company is committed to following all applicable local laws and regulations related to Occupational Health & Safety. Our commitment extends to ensuring compliance with all relevant Health & Safety laws, codes, and standards in each jurisdiction where we operate. We recognize the importance of meeting and exceeding legal requirements to create a safe and healthy work environment for all Employees, contractors, visitors, and stakeholders.

## 27. Record Keeping

All original records have been drafted by the HR Department, audited by the Internal Control Department, and approved by the CEO.

## 28. Effective Period

The effective date of this management document is from November 1<sup>st</sup>, 2023, onwards.

# **APPENDIX A:**

## **OH&S INCIDENT INVESTIGATION REPORT**

## OH&S INCIDENT INVESTIGATION REPORT

### Employee Information

<b>Employee Name:</b>	
<b>Current Position Title:</b>	<b>Department:</b>
<b>Work Address/ Locations:</b>	<b>Report Date:</b>
<b>Work Phone:</b>	<b>Email Address:</b>

### Incident Details

<b>Type of Incident Report:</b>	
<input type="checkbox"/> Fatality <input type="checkbox"/> Injury <input type="checkbox"/> Illness <input type="checkbox"/> Near miss <input type="checkbox"/> Potential hazard reporting/ Idea or suggestion	<input type="checkbox"/> Unsafe act <input type="checkbox"/> Unsafe condition of area <input type="checkbox"/> Unsafe condition of equipment <input type="checkbox"/> Safety policy violation <input type="checkbox"/> Other (List in "Other Details" Section)
<b>Date &amp; time of incident:</b>	
<b>Incident location (project site, office location, etc.):</b>	
<b>Witnesses and third parties involved in the incident. For example: Other Employees, contractors, members of the public, etc.</b>	
<b>Name and contact information of witnesses and those listed in the space provided above:</b>	
<b>Were any Employees or other parties hospitalized?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>What personal protective equipment was being used (if any)?</b>	
<b>Incident category:</b>	
<input type="checkbox"/> Equipment malfunction <input type="checkbox"/> Fire/ explosion <input type="checkbox"/> Confined space incident <input type="checkbox"/> Falls and slips <input type="checkbox"/> Vehicle Incident <input type="checkbox"/> Electricity	<input type="checkbox"/> Tool injuries <input type="checkbox"/> Biological material exposure <input type="checkbox"/> Chemical/ corrosive/ hazardous materials exposure <input type="checkbox"/> Flood <input type="checkbox"/> Other (List in "Other Details" Section)

<b>Describe the nature of the injury (if any):</b>	
<input type="checkbox"/> Abrasion, scrapes <input type="checkbox"/> Amputation <input type="checkbox"/> Broken bone <input type="checkbox"/> Bruise <input type="checkbox"/> Burn (heat) <input type="checkbox"/> Burn (chemical) <input type="checkbox"/> Concussion (to the head)	<input type="checkbox"/> Crushing injury <input type="checkbox"/> Cut, laceration, puncture <input type="checkbox"/> Hernia <input type="checkbox"/> Sprain, Strain <input type="checkbox"/> Damage to organs or other body parts <input type="checkbox"/> Other (List in "Other Details" Section)
<b>Why did the incident occur (in your opinion):</b>	
<input type="checkbox"/> Inadequate safeguards <input type="checkbox"/> Exposed hazard <input type="checkbox"/> Obstructions/ clutter <input type="checkbox"/> Defective safety device <input type="checkbox"/> Defective tools/ equipment <input type="checkbox"/> Workstation/ project site is hazardous	<input type="checkbox"/> Unsafe lighting <input type="checkbox"/> Unsafe ventilation <input type="checkbox"/> Lack of personal protective equipment <input type="checkbox"/> Lack of appropriate equipment/ tools <input type="checkbox"/> No training or insufficient training <input type="checkbox"/> Other (List in "Other Details" Section)
<b>*Sequence of Events: Please list as many details as possible in chronological order (Include time, place, witnesses, tools, equipment, etc.) Please use sketches and attach additional documentation if necessary</b>	
<b>Are there photos/ videos that can assist in the investigation?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Do you consider the hazard/ incident to be fixed/ resolved?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>What changes are suggested to prevent an incident/ near miss in the future?</b>	
<input type="checkbox"/> Stop the indicated activity <input type="checkbox"/> Redesign task steps <input type="checkbox"/> Redesign workstation or location <input type="checkbox"/> Implement routine inspections <input type="checkbox"/> Improve or add safeguards	<input type="checkbox"/> Train the Employee(s) <input type="checkbox"/> Train Supervisor(s) <input type="checkbox"/> Enforce existing policy or clause <input type="checkbox"/> Include new policy rule <input type="checkbox"/> Provide more Personal Protective Equipment
<b>Other Details (Suggestions, recommendations, and comments):</b>	

**By completing this form, you hereby acknowledge that the information provided in this form is true and correct to the best of your knowledge.**

<b>Employee Signature:</b>	<b>Date:</b>
<b>HR Representative Signature:</b>	<b>Date:</b>

# **APPENDIX B:**

# **WORKPLACE INSPECTION CHECKLIST**

### Workplace Inspection Checklist

<b>Employee Name (Inspector):</b>	<b>Employee Position:</b>
<b>Work Address/ Location:</b>	<b>Inspection Date:</b>
<b>Work Phone:</b>	<b>Email Address:</b>

<b>Entrances and Exits:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Are entrances and exists to and from work areas free from obstructions?			
Are exit doors clearly marked?			
<b>Walkways, Floors, Stairs, &amp; Ceiling:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Are stairs and walkways kept clear of boxes, equipment, cables, and other obstacles?			
Are handrails adequate and in good condition?			
Are the stairs in good condition? (Ex: No slipping hazards).			
Do the stairwells have adequate lighting?			
Are floors clear of slip and trip hazards (cords, torn carpet, uneven surfaces, etc.)?			
Are walkways clear of trip hazards such as open drawers, boxes, rugs, etc.?			
Are walkways adequately lit and clearly marked?			
Have missing or loose ceiling tiles been repaired?			
Are wall and ceiling fixtures fastened securely?			
<b>Storage Facilities:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Is there sufficient storage provided?			
Are heavy items stored between mid-thigh and shoulder height?			
Is there a safe means of accessing high shelves?			
Is storage equipment in good condition and not overloaded?			
Are stored materials secured to prevent shifting/ falling?			
Are shelving units properly attached to walls and are cabinets/ cupboards stable?			
<b>Lighting, Ventilation, and Temperature:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Does the lighting in the work area allow staff to see their work easily?			

Are lighting fixtures/ fittings in good working order?			
Are there any missing or non-operational light bulbs?			
Is the temperature maintained at a comfortable level?			
Is there adequate ventilation throughout the work area?			
Are all light bulbs, tubes, and lighting covers adequately cleaned?			
Are ventilation ducts kept clean and unobstructed?			
<b>Electrical:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Are all cords, plugs, sockets, and power strips in good condition?			
Are extension cords and power strips plugged directly into a wall outlet?			
Are any extension cords and power strips daisy chained (connected)?			
Are walking areas & entrances free of cords (tripping hazards)?			
Are combustible materials kept away from heaters?			
Are electrical space heaters plugged directly into the wall?			
Is equipment clean and working properly?			
Is adequate ventilation provided to equipment to prevent overheating?			
<b>Hazardous Products:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Are there any hazardous products located within the workplace?			
-If yes, are the products properly labelled?			
-If yes, is there a corresponding safety data sheet available for each product?			
-If yes, do procedures exist for the safe use and disposal of hazardous substances?			
<b>Staff Amenities:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Are staff washroom facilities in good condition?			
Are staff washroom facilities cleaned regularly?			
Is kitchen equipment in good working order?			
Are hot water taps appropriately marked?			
Are surfaces in washrooms and kitchen areas slip free?			
Is washroom and kitchen trash removed regularly?			
Do kitchens contain serviceable fire extinguishers that are accessible?			
Are kitchen appliances cleaned regularly to reduce risks of infection and fire?			

Is the office provided with potable (drinkable) water?			
<b>Emergency Procedures:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Are emergency exits clearly marked, easy to open, and functional?			
Are emergency exit lights operational?			
Has there been an evacuation drill in the last 12 months?			
Is an evacuation plan displayed?			
Are fire extinguishers easily identified and located?			
Are fire alarms visible and accessible?			
Are fire hoses located in major corridors?			
Are sprinkler systems and smoke detectors operational?			
Are sprinkler systems and smoke detectors free of obstructions?			
<b>First Aid:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Are there first aid kits present within the office?			
Are Employees aware of the location of the first aid kits?			
Are first aid kits clearly labelled?			
Are first aid kits easily accessible?			
Are first aid kits regularly maintained and stocked?			
Are the first aid kit contents checked regularly to ensure contents are not expired?			
Are emergency telephone numbers clearly displayed within the office?			
<b>Desks/ Workstations:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
If desks are adjustable, can the adjustments be easily made?			
Is there enough space on each desk for the work required?			
Is the height of desks appropriate for the main tasks performed?			
Are workstations/ desks stable and undamaged?			
Do workstations have adequate storage?			
Are waste bins emptied regularly?			
Is there sufficient space around workstations to provide safe access?			
Are desk and file drawers kept closed when not in use?			
<b>Chairs:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>

Can the height of chairs be adjusted according to the tasks being undertaken?			
Can the height of back rests be adjusted to provide appropriate lumbar support?			
Can the angle of back rests be adjusted to sit upright when using a computer?			
Can chairs be moved close to the workstation without arm rest obstruction?			
Are chairs stable and undamaged?			
<b>Inspector Notes:</b>			

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<b>HR Representative Signature:</b>	<b>Date:</b>	
<b>Follow up Required?</b>	<b>Yes</b>	<b>No</b>

**APPENDIX C:**  
**ERGONOMIC ASSESSMENT AND REMOTE WORK**  
**SAFETY CHECKLIST**

### Ergonomic Assessment and Remote Work Safety Checklist

<b>Employee Name:</b>	<b>Employee Position:</b>
<b>Country + State/ Province:</b>	<b>Assessment Date:</b>
<b>Work Phone:</b>	<b>Email Address:</b>

<b>Office Chair:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Is the office chair well-designed, comfortable, and in good condition?			
Is the area under your desk uncluttered?			
Are your feet resting on the floor or supported by a footrest?			
Does the chair provide support for your lower back?			
When back is supported, can you sit without pressure on the back of your knees?			
Are your thighs parallel to the floor?			
Is there a slight gap between the edge of your seat and the back of your knees?			
Do your armrests allow you to get close to your workstation?			
Do your armrests comfortably support your forearms close to your body?			
Is your body weight evenly distributed across the seat of the chair?			
Does the chair move on the surface of the floor when going from sitting/ standing?			
<b>Keyboard and Mouse:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Is the keyboard, mouse, and work surface at elbow height?			
Is the keyboard close to the front edge of the desk allowing space for the wrist to rest on the desk surface?			
Can your fingers reach all the keys without awkward straining?			
Can forearms be positioned parallel to the floor with wrists slightly bent upwards (10-20 degrees)?			
Are the keyboard and mouse at the same height as the arm rests of the chair?			
Does the mouse operate smoothly over the desk surface or a flat mouse pad?			
Is the mouse at the same level and as close as possible to the keyboard?			
Can you operate the mouse with shoulders relaxed, elbows close to side of body, forearms parallel to floor, and wrists not moving side to side?			

<b>Desk:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Is the top and bottom of the desk free from clutter?			
Is there enough room on the desktop to perform other tasks like paperwork?			
Are the dimensions of the desktop surface sufficient to accommodate all desktop items without compromising posture?			
Sit/stand desk: Is it adjustable without effort to accommodate both positions?			
<b>Computer Monitors:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Does the top of the monitor sit at eye level, directly in front of you?			
Is the monitor(s) an arm's length reach away?			
Dual Monitors: Are they configured side by side with inside edges lined up with nose.			
Dual Monitors: Is the primary monitor directly in front and secondary monitor placed directly to one side?			
Laptops: Is there a stand/ riser available, with an external keyboard and mouse?			
If glare source is present, can associated risks be mitigated?			
Can you adjust monitor brightness, contrast, and font size?			
<b>Posture Assessment:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
When sitting, are your wrists in a neutral position?			
Can you avoid bending your neck forward to look at the computer screen?			
Can you avoid bending your neck forward when looking at physical documents?			
Can you avoid leaning forward or hunching over while typing?			
Can you avoid having your head turned to the side while working?			
Can you access your computer, keyboard, and mouse without excessively reaching or twisting?			
<b>Desktop Items:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Can your phone be used hands free (speaker, headset, or Bluetooth)?			
Is there a holder available that can file documents within arm's reach?			
Is there a sloped surface or angle board available for reading and writing tasks?			
<b>Physical Environment:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Is the lighting at your workstation appropriate for your work tasks?			
Is the temperature in your working environment comfortable and well-regulated?			

Are the noise levels in your working environment appropriate for concentration?			
Have the trip/ slip hazards been removed?			
Is the cabling around the workstation well managed?			
Have all sharp edges/ objects present around your workstation been removed or covered?			
<b>Fire Protection:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Do you have properly functioning smoke detectors?			
Do you have clear access to an operational fire extinguisher?			
Are you aware of your emergency evacuation route/ exit? Are they free of obstructions?			
Are paper and combustible materials kept away from heaters and fire hazards?			
<b>First Aid:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Do you have first aid supplies available that are not expired?			
Are you aware of the local emergency contact numbers?			
<b>Electrical Safety:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Are the extension cords and cables in good condition and positioned properly?			
Are cords and cables organized and secured to avoid tripping hazards?			
Are outlets grounded and not overloaded?			
Do you have surge protection for electrical equipment?			
<b>Notes:</b>			

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<b>HR Representative Signature:</b>	<b>Date:</b>		
<b>Follow up Required?</b>	<b>Yes</b>	<b>No</b>	