

## Environmental, Health and Safety Guideline

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It is the policy of Key Fasteners Corporation to operate responsibly to protect our suppliers, customers, the communities where we exist and the surrounding environment. We are committed to continuously improving our environmental, health and safety (EHS) performance. We are striving to create a safe and healthy workplace, take responsible care of environmental resources and develop sustainable technologies and business practices that contribute to global economic growth and prosperity.

Every Key Fasteners Corporation vendor and visitor is responsible for understanding and supporting this policy and the following objectives when it applies to their responsibility or task in the plant:

- Encourage our contractors, suppliers and consultants to adhere to the same standards we do, such as OSHA & EHS laws.
- Comply with all forklift/scissor lift rules. A safety belt must be worn on both a forklift and a scissor lift.
- All vendors are required to wear the proper safety protection when working out on the plant floor. This includes, but not limited to:
  - Eye Protection
  - Foot Protection
  - Ear Protection
- All visitors are required to follow Key Fasteners Corporation Safety Policy such as wearing ear and eye protection.
- Follow Key Fasteners Corporation guidelines of disposing of trash/waste in the proper areas/containers.
- When applicable, obtain and fill out a hot work permit for work being performed.
- Follow Key Fasteners Corporation lock out/tag out policy.
- Follow Key Fasteners Corporation policy for confined space work.
- Make EHS performance a priority in our business planning and operation execution.
- Expect vendors and contractors to conduct their activities in a safe and responsible manner.
- Support environmental sustainability through pollution prevention and energy conservation, recycling and waste management, manufacturing innovation and development of energy-saving products.



We expect our managers to provide the leadership for delivering on our EHS objectives and associates to contribute through their daily actions and decision-making.

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Signature

Date

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Printed Name

Company Name