

Royal FloraHolland Safety Rules - Description and Q&A

November 2019

An introduction to the Royal FloraHolland Safety Rules

Royal FloraHolland is a growers' cooperative aiming for sustainable success for its members. This includes human safety. Royal FloraHolland wants everyone to go home safely and in good health after working hours. As we are responsible for the safety of everyone in our buildings and on our sites, we must apply the safety rules to these people and locations too.

The Royal FloraHolland safety rules are not voluntary; they are mandatory. Failing to comply with these agreements puts yourself and others in danger. We intend to combat breaches of our safety rules by means of enforcement.

Safety rules that apply specifically to a certain process are not part of the general safety rules, but are included in the standard instructions (SI) or best agreed methods (BAM) for that process.

Royal FloraHolland Safety Rules:

1. I will keep to the traffic rules that apply on-site and in the buildings
2. I will wear safety footwear and hi-vis clothing in the logistics areas
3. I will keep my working environment safe and tidy
4. I will address others about hazardous behaviour and accept that others may also address me
5. I will only carry out hazardous work if I have a work permit
6. I will not take any children into the logistics areas
7. I will not work under the influence of alcohol, drugs or medication
8. I will not smoke in the buildings

Description and explanation of Royal FloraHolland Safety Rules

Safety rule 1 I will keep to the traffic rules that apply on-site and in the buildings

Dutch road traffic legislation applies at all Royal FloraHolland sites. In the logistics processes, the following additional rules apply to make working with logistic resources safe:

- A speed limit of 10 km/h applies in the building.
- Do not hold your phone when driving a tractor or car or riding a bicycle. Only hands-free use is permitted.
- Adjust your speed and driving style according to the load, traffic situation and conditions in the buildings.
- Keep a sufficient distance from the vehicle in front.
- Keep the roadways free from obstruction.

Safety rule 2 I will wear safety footwear and hi-vis clothing in the logistics areas

To protect your feet, toes and ankles, and for a proper grip of the surface, it is mandatory to wear safety footwear (at least class S2) in the logistics areas. In addition to this, to prevent collisions, the wearing of hi-vis clothing (at least class S2), such as a brightly coloured vest or jacket, is mandatory. The personal protective equipment applies to cyclists, people on tractors and pedestrians. It is mandatory for everyone in the logistics areas and at any time of the day, even if there are no logistics resources at that time. Only enter the logistics areas when necessary.

The following principles apply in respect of safety footwear and clothing:

Safety footwear: At least EN ISO 20345 or EN 345 class S2

Safety clothing: At least EN ISO 20471 or NEN-EN 471 class 1

Safety rule 3 I will keep my working environment clean, safe and tidy

A tidy workplace is a safe workplace. Waste and material lying around on the floor present a slip and trip hazard. A tidy workplace not only leads to fewer accidents, but also to fewer mistakes. Clear up used materials and tools immediately and separate waste right away into the appropriate containers or areas. Keep escape routes, fire doors and extinguishers clear.

The Royal FloraHolland auction trolleys are an integral part of the workplace. Auction trolleys should therefore be returned without (residual) waste.

Safety rule 4 I will address others about hazardous behaviour and accept that others may also address me

For optimum cooperation and a good safety culture, it is important that everyone obeys the safety rules, and that we can address each other if this is not the case. In addition, you also accept that others may address you. It is essential that this be done in a respectful way.

Safety rule 5 I will only carry out hazardous work if I have a work permit

Hazardous work is work that, without additional safety provisions or safety measures, can lead to an increased risk for employees or the surroundings. For example, working at heights or on electrical systems. This hazardous work is only done with the required work permit, and if appropriate measures are taken to prevent or reduce the risks. Everyone is obliged to adhere strictly to the stipulations in the work permit. Apply for a work permit at least five working days before the work is to be carried out.

Safety rule 6 I will not take any children into the logistics areas

The logistics areas present safety risks. Children under the age of 14 are therefore not permitted in the logistics areas. Children are however welcome in the galleries and behind the railings/on the balconies.

Safety rule 7 I will not work under the influence of alcohol, drugs or medication

Working on the Royal FloraHolland sites under the influence of alcohol, drugs or medication that affects one's reactions is not permitted. The risk of an accident is greater when you are under the influence of substances that affect your reactions.

Therefore check the leaflet for any medication that could affect your alertness or reactions. If necessary, consult your GP. Do not consume excessive alcohol during the evening and night before a working day; after one glass of alcohol it takes about an hour and a half before you are no longer affected.

Safety rule 8 I will not smoke in the Royal FloraHolland buildings

In accordance with the Dutch Tobacco Act, Royal FloraHolland is a smoke-free workplace. By this means, Royal FloraHolland intends not only to protect people against the harmful effects and nuisance of smoking, but also to reduce the risk of fire. Smoking is only allowed in designated areas. Also, ensure that lit cigarettes are extinguished properly when discarded in the ashtray. The same rules apply to e-cigarettes.

Safety rules Q&A

General

Vraag 1 What is the purpose of the Royal FloraHolland safety rules?

Royal FloraHolland wants everyone who visits the marketplace to go home safely and in good health. The purpose of the Royal FloraHolland safety regulations is to set general, minimum standards for the safety of everyone present at the marketplace.

Vraag 2 Are the general Royal FloraHolland safety rules the only safety rules?

No, the Royal FloraHolland safety rules are general rules that apply to everyone. In addition to the safety rules, other safety rules may apply in certain areas or at certain times. In areas with a lot of noise, for example, additional requirements apply to the wearing of hearing protection. There are also additional rules for controlling an electric vehicle.

Vraag 3 So what's new about the Royal FloraHolland safety rules?

Most of the rules are not new, but more clear and concise, such as the smoking ban and the ban on working under the influence of alcohol. The safety rule for the prohibition of children in logistics areas is a tightening of the old provision on children in the Auction Regulations.

What's new is that the rules now apply to everyone. For example, the safety rules for wearing high-vis clothing and safety shoes in logistics areas have already applied to Royal FloraHolland employees for some time now, but these rules now also apply to everyone in the logistics areas. The obligation to wear safety shoes was already mandatory based on the VGB (Association of Floriculture Wholesalers) Occupational Health & Safety Catalogue.

Vraag 4 Why are the safety rules being implemented?

It is Royal FloraHolland's duty to protect all employees and all other users of the marketplace. From now on, the safety rules also apply to other users. Together, we create a safer working environment. Uniform and clear safety rules support the desired safe behaviour and also make it possible to identify deviations.

Vraag 5 To whom do the Royal FloraHolland safety rules apply?

The Royal FloraHolland safety rules apply to everyone in the marketplace.

Vraag 6 Where do the Royal FloraHolland safety rules apply?

The Royal FloraHolland safety rules apply to the sites and buildings of Royal FloraHolland. Smoking is prohibited in the buildings. Additional rules apply in the logistics areas, such as the ban on taking children with you and the obligation to wear high-vis clothing and safety shoes.

Vraag 7 Do the previous safety rules no longer apply?

The previous safety rules contained many details. The detailed rules are now no longer specified in the general safety rules, but are included in work instructions issued by Royal FloraHolland.

Vraag 8 Can Royal FloraHolland simply issue safety rules?

Yes. In its role as the main user and owner of the sites, Royal FloraHolland may issue safety regulations in the interests of the safety of its own employees and other users. Royal FloraHolland also discussed the new safety rules in the customer platform and shared them with the Members' Council.

Furthermore, Royal FloraHolland is of the opinion that the safety rules are necessary to promote the safety of everyone in the marketplace. The obligation to wear safety shoes was in fact already mandatory based on the VGB (Association of Floriculture Wholesalers) Occupational Health & Safety Catalogue.

Personal Protective Equipment

Vraag 9 What are the requirements for safety shoes?

Safety shoes: At least EN ISO 20345 or EN 345 class S2

Category S2 is a safety shoe with protective toecap, anti-slip sole, closed heel and waterproof top.

Because it is a minimum requirement, a safety shoe with class S3 or safety boot with class S4 or S5 is also permitted.

Additional protection against heat, cold or electricity is not mandatory, but permitted.
In most processes, Royal FloraHolland itself prescribes a high safety shoe. Royal FloraHolland also advises others to wear a high safety shoe. See Vraag 12 for suppliers.

Vraag 10 What are the requirements for high-vis clothing?

Safety clothing: At least EN ISO 20471 or NEN-EN 471 class 1

Class 1 is the lowest of the three classes. The class of high-vis clothing is determined by the surface area of fluorescent and reflective material.

Fluorescent material: The permitted colours are yellow, orange and bright red.

Vraag 11 Is it mandatory for personal protective equipment to bear a company logo?

For the recognition of a company, it is desirable that high-vis clothing is provided with a company logo. The Dutch Tax and Customs Administration may consider the provision of (work) clothing to be wages in kind and this may be subject to tax. There is an exemption for payroll tax when it comes to personal protective equipment, such as safety shoes. However, if you provide high-vis clothing that can also be worn outside of work, the application of a logo of at least 70 cm² is mandatory in order to be exempt from wage tax.

Vraag 12 Can I buy the clothing and shoes at Royal FloraHolland?

No, Royal FloraHolland is not a supplier or intermediary for clothing and shoes.

Based on the requirements, you can buy these clothes yourself in the desired sizes.

Examples of shops: www.multisupplies.nl (high-vis vests), www.groenendijkbedrijfskleding.nl (all types of workwear),

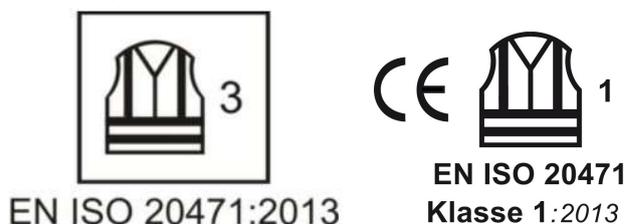
Vraag 13 I see all kinds of coloured vests and clothes with coloured stripes; what is adequate and what is not?

With regard to high-vis clothing, we use the current EN ISO 20471 standard or the old NEN-EN 471 standard. High-vis clothing must meet a minimum class 1.

With regard to fluorescent material, the permitted colours are yellow, orange and bright red.

On the label of the clothing you can see whether it meets the standard and what class the clothing has.

See examples below.



Label clothing EN ISO 20471 class 3 and class 1

Vraag 14 As a company or department, I would like to distinguish myself from the rest. How can I do that?

A distinction can be made, within the requirements, with colours and company names or logos (see also Question Vraag 11 on tax rules and logos). The high-vis clothing standard does not allow the use of all colours (see Question Vraag 13 for requirements) and requires a minimum surface area of yellow, orange or bright red. That is why, for example, a completely green vest does not meet the standard. However, two-tone vests, coats, cardigans or sweaters may be used, provided they meet the requirements of the standard.



Examples of two-tone vests complying with EN ISO 20471 class 1 and one-tone vests complying with EN ISO 20471 class 2

Vraag 15 I see someone wearing clothes that don't meet the requirements. Does an exception apply for that person or company?

No. The same requirements must apply to everyone. These persons or companies have to change or supplement their clothing with a vest.

Vraag 16 The security and CBR Employees wear dark clothing with only reflective stripes. Can I wear the same clothes?

No, see Vraag 15. This clothing does not meet the requirements that apply as of 01/01/2020 and will also be adapted.

Logistics areas

Vraag 17 What are the 'logistics areas' and how can I recognise them?

Logistics areas are all areas where logistics resources can drive. When it comes to safety requirements, it does not matter what time of day it is, whether it is busy or quiet and whether there are actually logistics resources present or driving.

Vraag 18 I don't have safety shoes, can I still enter the logistics areas?

No. The logistics areas are only accessible with safety shoes and hi-vis clothing. However, you may use walkways where the obligation to wear safety shoes and hi-vis clothing does not apply.

Vraag 19 I don't have hi-vis clothing, can I still enter the logistics areas?

No. The logistics areas are only accessible with safety shoes and hi-vis clothing. However, you may use walkways where the obligation to wear safety shoes and hi-vis clothing does not apply.

Vraag 20 I only have to go for a moment and there is no walkway available, do the requirements also apply?

Yes. This is comparable with the requirement to wear a seatbelt, this requirement applies at all times, even if you only drive a car for a short time. In addition, Royal FloraHolland is working on the expansion of walkways. The current situation is indicative.

Vraag 21 Do the requirements for safety shoes and high-vis clothing also apply on walkways?

This obligation does not apply to walkways outside the logistics areas; this is therefore indicated in the area or on the walkway. An example of this would be the balustrades in Aalsmeer and Naaldwijk above the distribution area.

Vraag 22 Do the safety rules for logistics areas also apply if you are riding a bicycle or a vehicle and do not touch the floor?

Yes. There is no guarantee that the person will not touch the floor. This is comparable with the requirement to wear a seatbelt, this requirement applies at all times, even if you only drive a car for a short time.

Vraag 23 I see a sign saying "no entry for unauthorised persons"; what does that mean?

This means that only people who have to be in or work in the areas in question are allowed to enter those areas. These persons have been informed of the risks that apply there. At a later stage, the degree of competence and demonstrability will be further tightened.

Vraag 24 Do the safety rules also apply to my box space?

Yes. See Vraag 8. In its role as the owner of the sites, Royal FloraHolland may promulgate safety rules in the interests of the safety of its own employees and other users. Royal FloraHolland also discussed the new safety rules in the customer platform and shared them with the Members' Council.

Furthermore, Royal FloraHolland is of the opinion that the safety rules are necessary to promote the safety of everyone who enters the marketplace. The obligation to wear safety shoes was in fact already mandatory based on the VGB (Association of Floriculture Wholesalers) Occupational Health & Safety Catalogue.



Visitors to Royal FloraHolland

Vraag 25 Are shoes and vests also available for visitors?

Within Royal FloraHolland, Royal FloraHolland employees and visitors to Royal FloraHolland can borrow shoes and vests at all locations. This provision will be communicated separately.