

## SANCTION RULES ATTACHMENT

GENERAL SAFETY of the WAREHOUSE		EXPEDITIOUS MEASURES (ALWAYS)	1 <sup>st</sup> BREACH	2 <sup>nd</sup> BREACH	3 <sup>rd</sup> BREACH (AND ANY SUBSEQUENT)
1	identification of undeclared cargo before loading (excluding technological residues)	recording of proof, one-time access ban, operational solution, written notification to the transport company	suspension of driver security training for 1 month	suspension of driver security training for 6 months	suspension of driver security training for 36 months
2	identification of forbidden handling of warehouse equipment or product in tank truck in warehouse area	recording of proof, tank truck not allowed to leave until the situation is cleared, operational solution, written notification to the transport company	suspension of driver security training for an indefinite period	X	X
3	identification of illegal items or packages (barrels, tanks, funnels, more than 2 collecting containers etc.) during check-in or check-out control or directly inside of the warehouse / terminal, of which the driver did not notify the warehouse security guards	recording of proof, tank truck not allowed to leave until the situation is cleared, operational solution, written notification to the transport company	suspension of driver security training for 3 months	suspension of driver security training for an indefinite period	X
4	detection of contamination in the warehouse / terminal area and improper waste disposal through intentional or negligent behaviour of forwarder's employee (except technological failures)	recording of proof, tank truck not allowed to leave until the situation is cleared, operational solution, written notification to the transport company, the carrier bears the costs related to restoration the warehouse / terminal to its original condition	suspension of driver security training for 1 month	suspension of driver security training for 6 months	suspension of driver security training for 36 months
5	detection of contamination in warehouse / terminal area and improper waste disposal due to the technical failures on forwarder's property	recording of proof, tank truck not allowed to leave until the situation is cleared, operational solution, written notification to the transport company, the carrier bears the costs related to restoration the warehouse / terminal to its original condition	X	X	X
6	disrespecting the instructions of warehouse / terminal staff / security worker	recording of proof, tank truck not allowed to leave until the situation is cleared, operational solution, written notification to the transport company	re-training of the driver at a designated time	suspension of driver security training for 1 month	suspension of driver security training for 3 months
7	unintentional damage to equipment of the warehouse / terminal	recording of proof, tank truck not allowed to leave until the situation is cleared, operational solution, written notification to the transport company, the carrier bears the costs related to restoration the warehouse / terminal to its original condition	X	X	X
8	deliberate damage to equipment of the warehouse / terminal	recording of proof, tank truck not allowed to leave until the situation is cleared, operational solution, written notification to the transport company, the carrier bears the costs related to restoration the warehouse / terminal to its original condition	suspension of driver security training for 1 month	suspension of driver security training for 3 months	suspension of driver security training for 12 months
9	identification of deliberate non-conformity of data declared by the driver in COTAS compared to actual situation (license plate numbers of vehicles, name of driver)	recording of proof, tank truck not allowed to leave until the situation is cleared, operational solution, written notification to the transport company	suspension of driver security training for 12 months	suspension of driver security training for an indefinite period	X
10	identification of unintentional non-conformity of data declared by the driver in COTAS compared to actual situation (license plate numbers of vehicles, name of driver)	recording of proof, tank truck not allowed to leave until the situation is cleared, operational solution (correction of documents), written notification sent to the transport company	X	X	X
11	bated / hidden (non-declared) cargo when leaving	recording of proof, tank truck not allowed to leave until the situation is cleared, operational solution with OBIA (or Czech Police), written notification sent to the transport company	suspension of driver security training for 1 month	suspension of driver security training for 6 months	suspension of driver security training for 36 months
12	In terminal's loading area, no other person except the following cases can be present in addition to the driver: authorized instructor who trains the drivers, Authorized persons who have a legitimate reason for being in loading area (e.g. supervisory activities).	immediate exclusion from the area, written notification sent to the transport company	re-training of the driver at a designated time	suspension of driver security training for 1 month	suspension of driver security training for 3 months

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ADR and ENVIRONMENTAL PROTECTION		EXPEDITIOUS MEASURES (ALWAYS)	1 <sup>st</sup> BREACH	2 <sup>nd</sup> BREACH	3 <sup>rd</sup> BREACH (AND ANY SUBSEQUENT)
13	vehicle note approved for ADR (to be checked at registration into the system), unintentional conduct	not registering into the system for ADR goods loading, loading will not be permitted, written notification	X	X	X
14	invalid ADR certificate of the vehicle (driver does not have validity extension certificate), unintentional conduct	loading forbidden until submission of valid certificate, written notification to the transport company	X	X	X
15	invalid ADR training of driver (driver does not have validity extension certificate), unintentional conduct	loading forbidden only upon submission of valid certificate, written notification to the transport company	X	X	X
16	transport company - identification of illegal conduct in order to bypass provisions of ADR or safety regulations of ORLEN Unipetrol RPA s.r.o.	loading forbidden, record on the discovery, operational solution with main control centre	conditional access restriction for the transport company until the payment of the penalty of CZK 50,000 + subsequent external audit to prove that there is no risk for the goods supplier (sender) (audit program approved by ORLEN Unipetrol RPA s.r.o.)	access to ORLEN Unipetrol RPA s.r.o. terminals denied	X
17	driver - identification of illegal behavior in order to bypass provisions of ADR or safety regulations of ORLEN Unipetrol RPA s.r.o.	loading forbidden, record on the discovery, operational solution with main control centre	suspension of driver security training for an indefinite period	X	X
18	apparent damage to the vehicle which excludes safe loading (inoperative vehicle illumination, apparent leakage of operating fluids, declared leakage of air)	loading forbidden, written notification to the transport company (or photo documentation)	X	X	X
19	incorrect indication of tank truck according to ADR (in contradiction with ADR)	loading forbidden, when identifying the problem after loading the tank truck is stopped and not allowed to leave until remedy of the problem, written notification to the transport company (or photo documentation)	X	X	X
20	tank truck fire extinguishing equipment is not appropriate (type, weight of filling, seal, validity certificate)	loading forbidden, when identifying the problem after loading the tank truck is stopped and not allowed to leave until remedy of the problem, written notification to the transport company	X	X	X
21	flaws in required ADR equipment in tank truck, missing instructions in case of accident (mismatch of the equipment with instructions in case of accident)	loading forbidden, when identifying the problem after loading the tank truck is stopped and not allowed to leave until remedy of the problem, written notification to the transport company	X	X	X
22	not collected complete documents for shipment when leaving the warehouse	leaving forbidden until remedy of the problem, written notification to the transport company	X	X	X

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OCCUPATIONAL SAFETY and HEALTH		EXPEDITIOUS MEASURES (ALWAYS)	1 <sup>st</sup> BREACH	2 <sup>nd</sup> BREACH	3 <sup>rd</sup> BREACH (AND ANY SUBSEQUENT)
23	driver insufficiently equipped with Occupational safety and health equipment	loading forbidden until remedy of the problem, record of the discovery, written notification to the transport company	X	suspension of driver security training for 1 month	suspension of driver security training for 3 months
24	non-wearing / disuse of required personal protective equipment	interruption of activity, problem remedy, record of the discovery, written notification to the transport company	X	suspension of driver security training for 1 month	suspension of driver security training for 3 months
25	invalid entry (security) driver training - periodical renewal	access denied, training of the driver at the designated time	X	X	X
26	invalid training (transport company - any person in the crew with an invalid entrance training for ORLEN Unipetrol RPA s.r.o. terminal)	access denied, loading forbidden, record of the discovery, written notification to the transport company	X	X	X
27	positive breath alcohol test (tests performed by a certified device)	driver immediately removed from the warehouse area, vehicle shall be stopped and placed in a secure location, record of the discovery, written notification to the transport company	suspension of driver security training for an indefinite period	X	X
28	non-observance of technological procedure when loading on the terminal	interruption of activity, immediate remedy of the problem, record of the discovery, written notification to the transport company	re-training of the driver at a designated time	suspension of driver security training for 1 month	suspension of driver security training for 3 months
29	use or identification of a switched on mobile phone in the warehouse / terminal area where its use is forbidden	driver immediately removed from the area, record of the discovery, written notification to the transport company	re-training of the driver at a designated time	suspension of driver security training for 1 month	suspension of driver security training for 3 months
30	smoking outside of designated areas inside of the warehouse / terminal	driver immediately removed from the area, loading interrupted, driver removed from the warehouse, written notification to the transport company	suspension of driver security training for an indefinite period	X	X
31	banned stay in the tank car cabin during the tank car loading	immediate remedy of the problem, record of the discovery, written notification to the transport company	re-training of the driver at a designated time	suspension of driver security training for 1 month	suspension of driver security training for 3 months
32	non-use of safety railing of the tank truck while loading the truck through top loading point	immediate remedy of the problem, record of the discovery, written notification to the transport company	re-training of the driver at a designated time	suspension of driver security training for 1 month	suspension of driver security training for 3 months
33	breach of the terminal Transport Rules (ORLEN Unipetrol RPA s.r.o. Refinery regulation S 402 and PARAMO, a.s. Transportation-Operation Rules)	immediate remedy of the problem, record of the discovery, written notification to the transport company	re-training of the driver at a designated time	suspension of driver security training for 1 month	suspension of driver security training for 3 months
34	While loading, the driver cannot move away from the vehicle on the side of loading and the safety button STOP (except emergencies). He cannot occupy himself simultaneously by activity other than the loading.	driver immediately removed from the area, vehicle shall be placed on a secure location, record of the discovery, written notification to the transport company	re-training of the driver at a designated time	suspension of driver security training for 1 month	suspension of driver security training for 3 months