

Rev. of May 2022

Regulations for External Companies

(Suppliers committed within the bounds of contracts for work and labour and contracts for services)

Information and rules of conduct for labour safety and environmental protection for external companies and their staff

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Preamble

CLAAS attaches much importance to occupational and environmental safety. All external companies and their staff are subject to specific provisions to maintain security and good order within all real estate areas of the company CLAAS. To protect your staff and yourself, please seek information on the provisions and regulations necessary for the execution of your purchase or work order before you start working within the plant or factory. Furthermore, you are committed to check, before starting work, whether the work to be accomplished has to be notified to an official authority and / or has to be approved by that official authority. If so, copies of the corresponding notification and / or approval will have to be made available to the Customer before commencing any work.

According to § 5 DGUV 11 (DGUV = German Occupational Health and Safety Regulations of the trade associations), CLAAS in its capacity as the Customer shall be committed to advert you in writing to observe the prescriptions and regulations mentioned in § 2, section 1 of DGUV.V1. You in your capacity as the Supplier shall be committed to make the arrangements, issue the orders and take the measures required to prevent accidents at work, which are in conformity with the provisions of this Regulation on the Prevention of Accidents and any other regulations on the prevention of accidents (UVV = UnfallVerhütungsVorschriften) applicable to you and being otherwise in accordance with the generally accepted rules in safety technology. If any other requirements should be posed within the scope of different legal provisions, in particular work regulations, these shall remain unaffected thereby.

I. Scope of Application

(1) The provisions for external companies within the scope of “factory and service contracts” form an integral part of the factory or service contract concluded between CLAAS (hereinafter referred to as “CLAAS” or the “Customer”) and the external company (“Supplier”). These provisions shall apply to all deliveries and services rendered on behalf of CLAAS. They shall be applicable for the Customer including the Customer’s staff being engaged and working on the Customer’s premises, as well as for the sub-suppliers committed by the Customer.

II. General Part

1. Important Telephone Numbers:

| | |
|-------------------------------|----------------------------|
| Location | Halberstädter Straße 15-19 |
| Telephone | 05251 / 705 - 0 |
| Emergency Call | -5210 |
| Plant Maintenance | -5230 |
| Plant Security Service | -5221 |
| Labour Safety | -5256 |

The employee of the external company has to carry a mobile phone with him or her. This mobile phone must have a registration in a German telephone network. In the event several members of the staff of an external company should enter the company site jointly, it will be adequate enough for one of these members of the staff to carry a suitable telephone including the registration in the German telecommunication network.

The corresponding telephone number has to be deposited at the factory security service upon acceptance of the service provider’s identification card or entry ticket.

Entry to the factory premises may be refused if no mobile phone complying with these requirements is available. Contact has to be established with the expert department that accompanies and provides assistance to this employee of the external company.

2. Documents to be Carried Along

(1) The responsible coordinating person to contact for the work to be executed has to be named to the responsible project manager of the Customer before commencing the work. Any kind of modification or change has to be notified immediately as well. For steadily involved external companies one single notification (see paragraph 3 (3) "Entering the Plant Premises" is appropriate enough.

(2) The Supplier shall be committed to indicate always the names of all members of the staff involved on the factory premises, who are involved by him or her or possibly by a sub-supplier on the factory premises. This member of the staff shall be committed to carry always a personal identity card or passport on the plant premises.

(3) Accompanying individuals who are not needed for the execution of the work and who are no staff members of the Supplier, shall be prohibited from entering the company premises.

(4) Members of the Supplier's staff who are subject to the legal requirement of carrying the social security card shall likewise be committed to keep them available on the factory premises as well. The Supplier shall be responsible for compliance with these regulations.

The work permit to be carried along according to paragraph 7 hereof is to be provided imperatively.

(5) The Supplier ensures explicitly to adhere to the labour protection rules in all aspects. In case of any culpable breach of this provision, CLAAS shall have an extraordinary right of termination of the Service and Work Contract: Moreover, CLAAS shall be entitled to pronounce a dismissal.

3. Foot and Vehicle Access to the Factory Premises

(1) Access to the company site or factory premises shall be allowed with the permission of the Plant Security Service exclusively and shall basically be at the entering person's own peril.

For their first stay on the factory premises, the employees of the external companies (Suppliers) will receive a service provider identification card and an entry permit from the factory security service or the authority or person that welcomes them; this identification card or entry permit has to be returned, provided with a signature by the Customer, upon leaving the factory.

When doing this registration, the employee of the external company will deposit a mobile telephone number with the Plant Security Service or the authority or person that welcomes the employee, under which mobile number the employee can be contacted during his or her stay on the company premises.

During this stay, the Supplier or the Supplier's employees have to be welcomed at the gate or in the reception area by the employee of CLAAS who has been appointed the responsible person to contact at the gate / reception desk. Any transmission of the entry permit or of the service provider identification card to third parties is prohibited.

(3) In case of repeated stays, a service provider identification card will be issued, which has to be returned to the factory security service / the reception desk when the employee leaves the factory after having finished work. The external company (Supplier) or his or her staff shall register and sign on the service provider list at the corresponding factory gate / reception desk and has to check out again when leaving the factory premises / the company again. Any transfer of the identification card for external companies to third parties is prohibited.

(4) Entry to the factory premises / the company site without any of these documents is prohibited.

(5) Only those sectors of the company may be entered which have to be acceded to in view of the execution of the purchase or work order.

4. Coordination, Check-in and Check-out in the Factory, Work Release

(1) Any member of the staff of the Supplier shall be committed to seek information, before commencing any kind of activity, on the question which assisting or coordinating unit for the work area where he or she is planned to intervene, is the responsible unit, unless this has been agreed upon by contract. This member of the staff of the Supplier shall then be committed to present himself or herself to said Coordinator, unless he or she has been welcomed at the reception desk already.

To ensure the coordination between CLAAS and the Supplier, a Coordinator shall be appointed. This Coordinator shall be responsible to provide assistance to the Supplier and shall therefore be authorized to give instructions and carry out controls in terms of security technology in this respect.

The authority to provide instructions held by the Coordinator about questions related to labour safety shall, however, not release the Supplier's superiors from their responsibility for the members of the staff engaged by him at CLAAS.

(2) At the same time, the Supplier has to seek information on the dangers related to the work with respect to safety and health, the applicable protective and safety measures and the measures and steps important to the Supplier according to the company's in-house alarm and risk-avoidance plans and the fire protection regulations applicable on site, and has to comply with them strictly.

(3) If several external companies work in the direct vicinity, or if any individuals not involved in the company are endangered by this work, the corresponding work procedures have to be agreed upon with the Coordinator by the Supplier. The Supplier has to be informed about the beginning and the end of every single work step as well.

(4) Any work on technical installations for fire protection may be carried out only with the previous written authorization by a fire protection officer. Any kind of intervention on technical installations for fire protection without any previous release by the fire protection officer is prohibited.

5. Driving, Parking, Rail Transport

(1) Auftragnehmer und deren Mitarbeiter können den Parkplatz vor Halle 1 nutzen oder haben die frei zu befahrenden Mitarbeiterparkplätze zu benutzen. Visitors' parking places are available to guests and other visitors exclusively.

(2) The Supplier and the Supplier's staff shall be allowed to drive on the factory premises with the previous approval by the Plant Security Services and a parking permit exclusively. Parked vehicles must not obstruct or hinder rescue vehicles and fire-fighting vehicles on any account. The parking spaces marked or the areas assigned by CLAAS' Plant Security Service are the locations that may be used exclusively.

The maximum driving speed on the factory premises is 10 km/h and has to be adjusted to the specific traffic situations. The provisions of the German Road Traffic Regulations (StVO = German StraßenverkehrsOrdnung) shall be applicable on the company site. Rail vehicles (if available on the factory premises) shall have priority.

6. Controls

The Plant Security Service is allowed to carry out personal, bag and vehicle control. These controls shall extend to materials, tools and aids which have been brought along, and to personal items that belong to the external company (Supplier) or the external company's employees.

The external company (Supplier) declares being agreeable with the execution of controls by CLAAS to ensure compliance with these provisions.

The instructions issued by the Plant Security Service have to be followed.

7. Work Permit / Language Skills

(1) The Supplier undertakes to comply with all regulations according to labour and social regulations. In particular, employees who are not Germans within the meaning of Article 116 of the Basic Constitutional Law of Germany and who need a work permit according to § 19 of the German Employment Promotion Law AFG (AFG – ArbeitsFörderungsGesetz) will not be occupied without the required work permit. CLAAS reserves the right to make random checks.

(2) If the Supplier occupies employees who do not know the German language, the Supplier shall be committed to make sure that these employees clearly understand the provisions of the labour legislation and the provisions applicable to external companies. The member of the staff of the Supplier or, in case of several individuals staying on the factory's premises at the same time, but at least one of these members of the staff, has to master the German or at least the English language, and if several members of the staff are there, they must also be present during the entire duration of the stay.

Failure to meet this requirement can lead to a refusal of entry to the company site. The decision will be made by the specialized department requesting the intervention of the external company upon an enquiry by the Plant Security Service.

8. Secrecy Obligation

The external company (Supplier) undertakes to maintain strict confidentiality and treat as strictly confidential all information, documents, findings and technical knowledge (know how), if it has been made available by CLAAS or if the external company has come to know such information, documents, findings and technical knowledge in some other way. The external company will impose this obligation to its staff and, if necessary, to other contact persons as well. The external company (Supplier) may be exempt from this obligation only by an explicit approval in writing concluded by CLAAS.

A strict prohibition of video and audio registration, including the use of photo and film functions of mobile phones shall be applicable on the entire factory area and premises.

9. Liability

The external company (Supplier) shall be liable for all damages arising out of the non-observation of the above regulations. A business liability insurance covering personal, material and pecuniary damages will have to be furnished proof of by the external company (Supplier) with a coverage sum usual in the sector, before the work commences. CLAAS will not assume any liability for any tools, machines, materials and other items that might have been lost.

10. Social Matters

The external company (Supplier) commits itself to pay at least the legal or statutory, collectively agreed minimum wages (MiLoG / EEntG) and to pay the social security contributions. The corresponding social insurance certificates for your employees have to be provided and presented upon demand by CLAAS.

The legal rules and provisions, in particular those concerning the working hours and the labour protection law have to be kept.

11. Use of Sub-Contractors

In the event any partial performances of the order placed should be awarded to sub-contractors, the Regulations for External Companies shall apply accordingly. Sub-contractors have to be notified to the Coordinator in due time before the intervention. In view of the sub-contractor being informed about the Regulations for External Companies, he will have to be notified by CLAAS' direct Supplier.

12. Introducing Illicit Means

The bringing and consuming of alcoholic beverages or other intoxicating substances on the company site is prohibited. It is prohibited to enter the company site under the influence of alcohol or other intoxicating substances and / or to stay on the company site.

13. Accidents

If an accident should happen, the emergency call number (s. I.1) has to be called.

For the first medical aid in case of any injury, Suppliers must have their own First Aid Equipment. Any first-aid measures required have to be initiated immediately. The accident site has to be left unchanged if this does not increase the exposure to hazardous situations.

The number of first aiders prescribed according to DGUV.V.1 has to be complied with by the Supplier.

Any personal and material damages have to be notified to the Coordinator immediately.

For information purposes, the Customer shall receive a copy of the accident report presented to the competent trade association.

The internal provisions applicable to the business operation of the external company (Supplier) concerning the notification of accidents shall remain unaffected by this regulation.

III. Labour Protection / Labour Safety

1. KMR Materials

Carcinogenic germ cell mutagenic and reproduction toxic hazardous substances must not be used without previous authorization. In the event any such use of hazardous substances should not be necessary for technical constraints, this has to be notified in writing to the Coordinator while including the safety data sheet.

2. Accident Prevention and Labour Protection Rules, Assessment of Hazards

During the execution of the order, the Supplier shall be committed to comply with the regulations on the prevention of accidents and on the protection of labour, as well as the generally accepted rules in safety technology and the instructions given by the CLAAS Coordinator at the place of work.

The required safety measures for its own trade or craft including the protection of the construction site have to be implemented by the Supplier independently on its own responsibility. Suppliers shall be committed to convince themselves adequately of maintenance of the safety measures and to monitor this observation of the safety measures.

The Supplier shall be committed to carry out a risk assessment and to submit this to CLAAS (the requiring specialist department) unsolicitedly. In adjacent or overlapping fields, the risk assessment has to be carried out and documented jointly.

The Supplier shall be responsible for the instruction (contents of these provisions as well as any potential risks and hazards occurring during the work, and protective measures) of their employees. The instruction has to be noted down in writing and to be presented upon demand. If the Supplier commits any Subcontractors, the Supplier shall be responsible for the due and proper instruction of the sub-suppliers in the same manner. No activity shall be allowed to be carried out on the company site of CLAAS without having implemented the instruction beforehand.

3. Personal Protective Equipment

Suppliers shall be committed to provide the necessary personal protective equipment (depending on the activity, e.g. safety shoes, fall protection devices, hearing protection, safety goggles, safety gloves, respiratory masks, etc.) to their staff.

Any persons staying outside the marked foot traffic paths at all company sites of CLAAS are subject to the obligation to wear safety shoes. Therefore, this wearing obligation shall likewise be applicable to the temporary leaving of the paths (e.g. on machines, facilities and production lines). In addition, wearing of ear defenders or protective goggles is prescribed.

4. Security Measures

During any and all kind of work the production process should continue, if possible. Therefore, any kind of security measures, warning information or the like are necessary for the members of the Customer's staff. These or a possible production stop have to be agreed upon with the competent coordinator.

5. Instruction Right

The directors, the Coordinator and the experts in labour safety at the corporate sites of CLAAS shall be entitled to give instructions to the Supplier and the Supplier's members of the staff with respect to the environment and labour safety.

6. General Security and Legal Regulations

(1) Suppliers shall be committed to behave at all times in a manner to ensure that neither themselves, nor any of their staff, any of CLAAS staff or any third parties' staff be put at any kind of risk and harm. On the company site of the Customer, the prohibitions outlined below shall apply:

- Smoking is authorized in the marked areas exclusively.
- The putting up of posters or the writing on walls is prohibited.
- The distribution of leaflets and flyers or of other printed matters is prohibited.
- The collection of monetary and material donations as well as the collection of signatures is prohibited.
- The selling of goods and promotion activities for goods is prohibited.
- The holding of meetings of any kind is prohibited.
- Any kind of political activity is prohibited.
- Any kind of playing games of chance is prohibited.

(2) The German Road Traffic Regulations (STVO) shall apply to the driving of vehicles of any kind on the company site. The max. admissible speed is 10 km/h as a general requirement. Fork lifters and pedestrian traffic have to be expected. Parking shall be allowed on marked and identified and / or authorized parking places exclusively. Mandatory, prohibition and warning signs have to be observed imperatively.

(3) Any kind of introduction and carrying of weapons, parts of weapons, munition and pyrotechnical products is prohibited.

(4) Commissioning and / or use of electronic communication means, including in particular all kinds of devices and instruments ensuring mobile radio communication, mobile phone networks and other kinds of computers including a mobile phone connection for data and message transfer shall be subject to the criteria outlined below:

Use of these devices and instruments shall be authorized:

- in offices and / or administration buildings,
- anywhere, where no explicit prohibition is applicable.

(5) The creation of photos, films, videos or audio recordings, and the installation of telecommunication facilities shall be subject to the previous written approval through the Customer's Coordinator.

The elaboration of sketches and the use of site and location plans shall be allowed for order-related purposes exclusively. The drawings, schemes, plans etc. required for the execution of the work have to be returned to the Customer upon finishing of the work unsolicitedly.

7. Use of Lifting Platforms, Industrial Trucks and Cranes

Members of the staff who operate industrial trucks, cranes or lifting platforms must possess a suitable work order established in writing by the external company and a professional training or education certificate (vocational education according to the applicable DGUV principle) (DGUV = German Social Accident Insurance (DGUV)). After presentation of the confirmation in writing by the external company that a suitable work order and a valid training or education certificate are available, the Customer shall issue a permit for driving on the corresponding company site. This driving permit must always be carried and available for presentation during the execution of the work. Without any such permit, no industrial trucks, cranes or lifting platforms may be operated on our (the Customer's) company site (the same provision shall apply to the external company's own vehicles).

The Coordinator shall assign suitable locations for charging units for electrically operated lifting platforms and floor conveyors. A training instruction into the working field shall be carried out by the Coordinator.

Please note:

When carrying out any kind of work with working platforms, the members of the staff must possibly safeguard themselves in the elevated work platform (or "cherry picker") using suitable PPE (Personal Protective Equipment) against the risk of falling (see instructions in the operating manual issued by the corresponding manufacturer). In carrying out work with jib- or boom-type work platforms, the safeguarding against falling is imperative using suitable PSAgA (Personal Protective Equipment against Falling PPEaF).

IV. Fire Protection / Explosion Protection / Escape and Emergency Routes

(1) The General Safety rules applicable for fire and explosion protection, the prevention of accidents etc. have to be observed on all accounts, please refer in particular to Paragraph II hereof. 4 (4), Par. III. 2.

(2) Any kinds of chiselling, boring, excavating and similar work where dust and vapours can occur, may be carried out only if an approval for this work has been issued previously. This shall likewise be applicable in case of any work outside buildings.

(3) When executing welding, cutting, soldering, unthawing and abrasive cutting work, an approval permit has to be submitted imperatively.

(4) Any commencement of the work without previous submission of the documents shall be prohibited. Suppliers shall be liable without limitation for any consequences resulting from non-observation of the

corresponding safety measures, even in case of culpability of any of their employees or third parties commissioned by them.

(5) Open fire places of all kinds are prohibited as a basic requirement.

(6) The Supplier shall be liable for making sure that any work carried out by him will not trigger any release of alarm and hazard detection systems, such as automatic fire detectors, push-button alarms, other alarm or fire extinguishing devices. Any kind of putting out of service has to be agreed upon with the corresponding Coordinator. In the event any costs should occur in conjunction with a culpable incorrect release of the above-mentioned facilities and devices, such as by the involvement of the fire brigade, these will be invoiced to the Supplier concerned.

(7) Therefore, any work that could lead to a release of alarms on the equipment and devices have to be notified to the Coordinator before commencing the work.

(8) Safety devices (such as: escape doors, fire brigade access paths, valves, hydrants, manhole covers, emergency ladders, emergency exits, extinguishing water supplies etc.) have to be kept freely accessible.

(9) In the event of fire or smoke development, the escape routes disclosed have to be observed and the meeting points have to be sought.

(9) As an additional requirement, the **CLAAS Fire Safety Regulations** have to be observed, which will be handed out to the Supplier upon request, but which may otherwise be consulted and viewed at the Factory Security Service.

(10) The instructions given by the emergency personnel have to be followed.

V. Environmental Protection

(1) According to the German Federal Pollution Control Act (BImSchG = BundesImmissionsschutzGesetz), human individuals, animals, plants and other items have to be protected against detrimental environmental effects.

(2) The external company (Supplier) undertakes to observe all applicable, environmentally relevant regulations on the factory premises, in particular those relating to the prevention of water pollution, waste legislation and the Regulations of the Law on Air Pollution Control (TA = Technical Instructions on air Quality Control) and the Technical Instructions on the protection against noise (TA Lärm = TI Noise).

(3) The external company (Supplier) undertakes to ensure an economical use of operating materials and energy (electricity, gas, water, compressed air etc.) and to prevent any unnecessary emissions (e.g. noise, dust, odours, waste, waste water jerks and jolting).

(4) All kinds of operating materials, residues and wastes, but in particular combustible liquids, hazardous substances and substances hazardous to water, such as acid and lye, toxic and caustic materials, such as waste oil and even dirty cleaning rags, have to be transported, kept available, stored and treated on the factory premises, so that these materials and substances will not mean or cause any factual or potential harm to human individuals, items, the company and / or the environment. Wastes and even residues have to be removed from the factory premises once having accomplished the work. The waste disposal will be at the external company's (Supplier's) charge itself and under its sole responsibility.

Any consequences resulting from infringements of legal provisions, official regulations or ordinances etc. relating in particular to emissions of dust, noise, odours and jerks and jolting, shall be at the external company's (Supplier's) charge. Any fines resulting from these kinds of violations etc. have to be paid even if they are imposed against any companies other than the external company (Supplier). The originator or polluter shall be liable for any damages caused to CLAAS by non-observation.

VI. Tools

(1) Suppliers shall be committed to mark and identify all tools and devices as their own property when conveying or transporting them onto the company site. This conveyance or transport shall be made at the Supplier's own risk and peril.

(2) If any tools or other auxiliaries are borrowed by the Supplier from CLAAS, they will have to be returned to CLAAS immediately after use, but upon accomplishment of the order at the latest. Otherwise, use of the tools and auxiliaries will be invoiced. Use of the tools and auxiliaries will be at the User's own risk. The Supplier shall be committed to assure itself of the tools' and auxiliaries' usability and to return them in a good condition. If any repair work turns out to be necessary after use by the borrower, this repair work will be invoiced to him.

VII. Construction Site / Earthwork

(1) The setting up of the working and construction site, the setting up of scaffolds and site fences, machines etc., and the arrangement of storage places may be carried out only by mutual agreement with the Supplier. Maintenance of good order and cleanliness at the work place and on the traffic paths has to be ensured under any and all circumstances.

(2) Construction sites, excavation pits channels, shafts and other places of work have to be secured in a manner that even in darkness, there is no risk of accident.

(3) In case of any work to be carried out on elevated work places, scaffolds and / or lifting platforms complying with the applicable Rules on the Prevention of Accidents have to be used. If it turns out to be impossible to work on elevated work places from the scaffold or the lifting platform, suitable equivalent safety measures have to be taken in accordance with the labour protection law and the guidelines imposed by the Occupational Health and Safety Regulations of the trade associations.

(4) The arbitrary use of the company's in-house equipment and installations in particular of machines, vehicles, lifting engines, crane facilities and electrical equipment is not allowed. If the use of any such equipment, facilities etc. is required, this will have to be notified in advance in due course by the competent person in charge, and the approval of this person will have to be sought.

(5) When carrying out any welding and grinding work, suitable glare shields have to be installed and used. Suppliers shall be committed to take suitable precautionary measures using their own fire extinguishing means.

(6) Once having finished this work, the work places will have to be tidied, cleaned up and secured appropriately, and manual tools, appliances and other material no longer needed, scrap and rubbish, documents and papers and the like will have to be removed.

(7) The Supplier shall be committed to seek and obtain information on the existence and the course of cables, earth lines, pipelines etc. before commencing any kind of earth work in the specific work area. All cables detected will have to be observed as live electric cables in the first instance and touching them shall be allowed only upon previous approval given by the CLAAS Coordinator.

(8) Apart from that the critical guidelines shall apply, in particular those for the arrangement of construction sites for the prevention of accidents.

1. Scaffolds

The pertinent DIN and security regulations have to be applied to ensure a safe assembly, modification and disassembly of scaffolds. The Supplier shall be committed to ensure compliance with these regulations and to provide the test certificate on the assembly, disassembly and approval of the scaffold. The Instruction Manual for the assembly of the scaffold has to be kept available at the construction site,

2. Tidying and Cleaning-up of the Construction Site, Elimination of Scrap and Rubbish, Landfill

(1) Suppliers shall be committed to keep their work areas in a clean and neat condition. The materials and auxiliaries required and the appliances and machines etc. have to be stored and / or put up and installed properly on the areas made available by the Customer. In case of any scrap or rubbish being generated during work to be carried out by the Supplier on the premises of the Customer, these must not be removed from the company premises without the Customer's knowledge.

(2) In the event the obligation to keep the place of work in a clean a neat condition should not be complied with by the Supplier, the Supplier shall reserve the right to have the necessary tidying up work and waste disposal accomplished at the Supplier's charge after the previous unsuccessful one-time warning. In case of any imminent danger, the Supplier will be invoiced and charged any costs incurred, even without any previous warning.

(3) The elimination of the scrap and rubbish generated has to be consulted with and agreed upon with the Supplier as a part of the work order before commencing the work. The costs for residual materials disposed of in an inadmissible or improper manner on the company site shall be at the Supplier's charge. Special and hazardous waste shall always be subject to the Supplier's commitment to dispose of them in accordance with the contractual agreements.

(4) The Supplier shall be committed to assess any risk of introduction of hazardous substances into the soil or ground or the channel before commencing the work, even if this could happen only by a slightly negligent breach of duty, and shall be committed to agree upon this beforehand with the Customer.

VIII. Infringements

If the external company (Supplier) or any employee of the external company (Supplier) infringes any of these provisions, CLAAS shall be entitled to expel this employee from the factory premises. In case of recurrence, CLAAS shall be entitled to cancel the order without any additional charges at the expense of CLAAS and shall be entitled to invoice to the external company (Supplier) any possibly required activities carried out by a company commissioned within the bounds of the substitute performance).

The Supplier agrees to recognize these provisions upon acceptance of the purchase or work order.

Rev.: May 2022