

SIZEWELL C

WORKER CODE OF CONDUCT

The Sizewell C Project operates a Worker Code of Conduct designed to set clear expectations for the behaviour of all workers, whether on site or in the local community. The SZC Worker Code of Conduct, (the “**Code**”), will help to achieve the following:

- Explain the behaviour expected of workers and outline the means by which the Code will be communicated. This expectation will also inform the local community of the standard of behaviour they should expect from the workers and their employers.
- Inform workers about the possible consequences if the code is not upheld.
- Recommend actions for workers when behaviours contrary to this Code have been observed.

The conduct of the entire SZC Project workforce in the Community is of the highest importance and we expect everyone who conducts business on our behalf to adopt high ethical standards. It is for this reason that everyone involved with the SZC Project is expected to:

1.	Have due respect to their own safety and the safety of others by complying with all applicable laws, rules, and regulations including SZC processes and procedures.
2.	<p>Be ambassadors for the SZC Project through behaviours and actions both on and off site.</p> <p>Workers should not engage in any conduct or activity that may affect the SZC Project’s reputation in the local community.</p> <p>Disciplinary action may be taken as a result of conduct that could be considered to bring the SZC Project or Employer into disrepute, or cause damage or endangerment to the local environment and ecology, or for disclosure of confidential or business-sensitive information related to the SZC Project.</p>
3.	<p>Understand that anti-social behaviour, discriminatory behaviour, or harassment will not be tolerated on or off site.</p> <p>It is never acceptable to use abusive or derogatory language towards others, whether face to face or via emails and social media. Workers must respect colleagues and endeavour to always maintain harmonious workplace relations</p>

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	<p>whilst also adopting those same principles of behaviour in any interactions with the wider community when off site.</p> <p>Any conduct that could be considered either discriminatory against or to bully or harass any individual the Worker engages with across any communication platform will not be tolerated and may be subject to disciplinary action.</p>
4.	<p>Ensure they are conversant and compliant with SZC rules governing the use of photography and video.</p> <p>Rules and guidance are available from both SZC Communications or your Employer and</p> <p>Workers should be aware that disciplinary action may be taken as a result of use of unauthorised photography or video recordings taken whilst on the SZC site.</p>
5.	<p>Arrive at their place of work fit and able to comply with the SZC Construction Site Fitness for Work Policy.</p> <p>Workers must ensure that they are not intoxicated by alcohol or under the influence of drugs nor should they work under the influence of prescription drugs if they could reasonably expect that there may be effects on their work performance or on the safety of themselves or others. Alcohol and drugs are not to be brought onto any SZC Project site or office and Random and For Cause Alcohol and Drug tests are regularly performed on the SZC Project workforce.</p> <p>Fitness for work also requires the employee to support any short-term preventive measures adopted by SZC to support safe working conditions in exceptional circumstances. Refusal to support any such preventative measures may result in disciplinary action which could lead to removal from the SZC Project and potentially lead to dismissal.</p>
6.	<p>Ensure no damage of any kind is caused to property on and off site.</p> <p>Workers should notify Line Management should any property damage be noted on site, or the relevant authority should be advised should any damage be noted at offsite locations for which Workers are responsible. When accessing areas of environmental value for recreational use, workers should remain on designated footpaths at all times and comply with the local rules of use.</p>
7.	<p>Ensure that workers accommodation is maintained in a clean and tidy state.</p> <p>Workers should ensure that all rubbish is disposed of in line with recycling guidance, whether on-site or in off-site locations for which Workers are responsible.</p>
8.	<p>Ensure that personal noise levels are appropriate to the time of day and location.</p> <p>Excessive noise levels could be considered as anti-social behaviour and may result in disciplinary action.</p>
9.	<p>Respect speed limits both on site and in the locality.</p> <p>Workers should be mindful at all times of conditions and other road users, such as agricultural vehicles and livestock. Failure to adhere to on-site speed limits may result in disciplinary action.</p>

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<p>10.</p>	<p>Do not “fly park” at any time. Fly parking is when a worker parks in a location, which is not in close proximity to their place of residence, designated site car park or allocated Park & Ride (once operational), in order to access Site or make private use of other local amenities and recreational resources. Fly parking is a real frustration for the local community, especially in areas where parking is already limited. If you are caught fly parking, you will be subject to investigation which may result in disciplinary action and further incidents could lead to removal of your Site Pass.</p>
<p>11.</p>	<p>Protect and respect the local environment. Sizewell C is surrounded by important ecological sites such as RSPB Minsmere which are highly sensitive to disturbance from recreation, especially during the bird breeding season 1 March – 30 September. Workers are required only to use designated parking areas to access these sites, to follow designated paths, keep any dogs on leads at all times during the bird breeding season and take your litter home. BBQs are strictly prohibited at all times. Workers are encouraged to use SZC-provided recreation at Wild Aldhurst and Kenton Hills.</p>

From time to time the SZC Worker Code of Conduct will be re-enforced through SZC Project communication mechanisms such as toolbox talks, flash alerts and articles in the SZC Project newspaper. The SZC Worker Code of Conduct will also be used in general communication networks to highlight positive engagement by workers in the wider community.

It is of the highest importance that the Code is respected by ALL SZC Project workers at ALL levels. If you see someone act in ways that are contrary to this Code, you should do at least one of the following:

- In the first instance discuss the person’s behaviour with your immediate Supervisor or Line Manager
- Raise the matter with the relevant employer’s Human Resources Team who will investigate the complaint and, if appropriate, will follow their Company Disciplinary Procedure which could lead to removal from the SZC Project and potential dismissal.
- For confidential reporting of serious concerns, you can phone SafeCall on 0800 915 1571 or report online at safecall.co.uk/report.

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