

1 Purpose

This policy outlines the company policy relating to imminent danger situations and confirms to all personnel the STOP WORK policy.

This procedure shall apply to all employees, personnel, contractors, and visitors whilst completing any form of work or business for International Associates who may encounter an imminent danger situation at an International Associates Office or a client worksite.

2 Definition

An imminent danger situation is any situation likely to result in death or injury. However, it also includes threats that could have a significant immediate environmental impact or issues around labour standards.

Forms of Imminent danger

- Health and Safety: A situation that could lead to death or harm to staff or personnel or to the personnel of any company being audited.
- Environmental: significant environmental impact such as chemical contamination of a waterway.
- Security: which as a security breach or terrorist incident
- Audit situations: This includes threats relating to audit decisions
- Labour Standards: Any situation that would be classed as a severe breach of labour standards, such as Child Labour, where immediate harm is likely.

3 Responsibilities

All personnel must be aware of the hazards in the workplace and are authorized to intervene to protect those who might be in danger.

4 Process/Actions

Depending on whether it is in a site Audit or other situation, auditors on suppliers' sites should not intervene or initiate any action directly but should ensure that the supplier representative takes the appropriate action; examples of intervention may include but are not limited to:

- Immediately STOP WORK or request that the work is stopped.
- Ensure the neutralization (turn off or lockout) of energy sources (gas, electricity, pneumatic)
- Contact the responsible supervisor or department head
- Request the confiscation of defective, dangerous property or equipment
- Request the posting of danger signs in hazardous areas
- Order an evacuation
- Activate the fire alarm
- Limit or request to limit the access to the dangerous areas (e.g. lock doors)
- Contact any or all of the following depending on the nature of the imminent danger: Facilities Services, Environmental Health and Safety, and Emergency Services.

Time permitting, you should contact the supervisor or responsible person for the site or your line manager for approval.

Although taking immediate action is necessary, it must not cause harm.

Suppose an imminent danger situation is not immediately present but could be in the future. In that case, this information must be brought to the attention of the responsible person and, if in an audit situation, included within the report.

STOP WORK – Personnel have the right to refuse to do a job if they believe in good faith that they are exposed to an imminent danger. "Good faith" means that even if an imminent danger is not found to exist, the worker had reasonable grounds to believe that it did exist.

Refusal to work is permitted under the following:

Where possible, personnel has asked the employer to eliminate the danger, and the site has failed to do so, and

The employee STOPPED WORK in "good faith." This means that the employee must genuinely believe that an imminent danger exists. The refusal cannot be a disguised attempt to harass the department or disrupt business and

A reasonable person would agree that there is a real danger of death or severe injury, and

Due to the urgency of the hazard, there isn't enough time to get it corrected through regular enforcement channels.

5 Reporting / Investigation

All identified situations of imminent danger must be reported, initially by phone call, as soon as practically possible, either to your line manager, who shall escalate to the Executive Board or in cases of those identified during an audit, must be reported immediately to the site person responsible and also included within the closing meeting to the Management Representative. It shall also be included in the audit report.

All identified cases shall be investigated, and any mitigating actions or improvements implemented based on the investigation outcome.



Martin Coles

Operations Director of International Associates Limited

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