

3.33 Admission policy Diesel Engine Exhaust (DEE)

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1 Changes from previous version

In this version, the regulation has been completely rewritten. There is a ban on diesel-powered vehicles and equipment in enclosed¹ spaces unless the access policy is complied with. From 1 July 2021, only diesel engines upward of the Euro 5 standard (and stage IIIB/Tier 4I) are permitted in enclosed spaces such as halls. Under certain conditions, an emergency procedure can be initiated and a complaint submitted via the complaints system.

2 Scope

This regulation applies to the access of diesel engine powered vehicles and implements into enclosed spaces¹ on the Tata Steel IJmuiden BV site. This includes Tata Steel Nederland, Technology BV, Tatasteel Nederland Services B.V. and Packaging Manufacturing IJmuiden Works.

3 Document references

- [Complaint system](#)²
- [3.05 Arbeidshygiënische onderzoeken en grenswaarden](#)²
- [2.02 Notitie beleid CMR stoffen en CM vervangingsplicht](#)²
- [Appendix 1 Authorisation standards for vehicles/equipment with diesel traction](#)
- [Appendix 2 Pictogram for access to factory premises](#)
- [Appendix 3 Start of temporary exemption request](#)
- [Appendix 4 Letter Procurement to suppliers](#)

4 Purpose

Ensuring that vehicles and equipment with diesel engines are state-of-the-art, so that employee exposure to Diesel Engine Exhaust (DEE) is minimised as far as possible below the occupational health and safety limit³.

5 DEE admission policy

All diesel-engined vehicles and equipment that are used in enclosed spaces¹ at the IJmuiden site must be assessed in accordance with the admission standards (appendix 1) and the space must be labelled with a pictogram (appendix 2).

This access policy means that access to an enclosed area (factory halls, warehouses, workshops and ship hold etc.) of a WU/SU is **prohibited** to diesel-powered vehicles/equipment. Unless:

1. The exhaust gases are led directly to the outside. Or,
2. The diesel engine meets the admission standards. Or,
3. A one-off exemption has been granted. Work cannot be started until this access exemption has been obtained.

The work units/service unit must record in the local management system who is responsible for assessing the DME access policy, drawing up a Plan of Action and implementing measures, applying for and approving a one-off exemption, checking diesel engine vehicles via the DEE Access Control App, informing and educating (company) employees.

When purchasing new diesel engine vehicles/equipment for use in enclosed spaces, they must comply with the current standards (see Appendix 1).

¹ **Definition:** enclosed space is a space where, in addition to the floor area, three sides are closed with a roof or four sides are closed without a roof.

² Only in Dutch

³ Company standard DEE standard occupational health limit value per 2021: 7 µg/m³

5.1 Inventory of DEE sources

The WU/SU identifies all DEE sources in enclosed spaces and determines whether the DEE admission policy applies, see section 6 responsibilities with RACI table.

For those areas where the DEE admission policy applies, the WU/SU will prepare a PoA to meet the admission requirements, including the provision of the central plant information board or a specific area with a pictogram (Appendix 2).

5.2 Applying for exemption

A temporary exemption can be granted for diesel engines that are below the Euro 5 / Stage IIIB or TIR 4I standard. The exemption is applied for by the owner/contractor of the diesel vehicle/utility via the application form (appendix 3). Companies are informed by procurement by letter (appendix 4).

The owner's/company's application must include a Plan of Action with time schedule for phase-out and interim measures to minimise DEE emissions.

The owner/firm (contractor) offers the application for assessment to the BC/GM of the respective WU/SU. For vehicles/equipment used at several locations, the application is presented for assessment to the WU/SU where it is used first or most. The owner/company of the vehicle and/or equipment is responsible for submitting the signed request for exemption for each diesel driven vehicle/equipment at mail address DME@tatasteelurope.com. The exemption will be valid for a maximum of two years.

5.3 Approval process for exemption request

The DME working group will assess the exemption request. The chairman of the working group will approve or reject the exemption request and send it to OSL VTM via DME@tatasteelurope.com.

5.4 Record exemption request

The contract management of OSL VTM records the exemption data in a file and informs the applicant of the approval/rejection.

5.5 Use of diesel vehicle/equipment after receipt of DEE exemption

The owner/company of the vehicle/equipment is responsible for determining whether the approval/rejection has been issued. Only after receiving approval use in enclosed spaces is permitted.

All exemptions are recorded by OSL VTM in the DEE Access Control App.

Using the DEE Access Control App, anyone can check whether a vehicle/equipment has access to an enclosed area by means of its licence plate or identification number.

5.6 Reporting anomalous diesel vehicle/equipment in the complaints system

- If a diesel vehicle/tool in an enclosed area does not comply with DEE requirements, this can be reported to Purchasing via the Tata Steel [Complaints System](#).

To prevent recurrence Procurement will discuss complaints with the supplier concerned. The relevant contractor of Tata Steel will be exhorted to take appropriate measures to use vehicles / equipment that comply with QHSE 3.33 guidelines.

5.7 Assurance: monitoring of current exemption requests

Annually, contract managers check and update the specified vehicle equipment list of their contractors for admission. This action is initiated by OSL VTM every year in April.

5.8 Emergency procedure

Under the following three conditions, an emergency procedure can be started for granting admission even though a diesel vehicle or tool can NOT meet the DEE guidelines set out in QHSE 3.33 and does not have an exemption.

Through the emergency procedure, a one-day exemption can be granted on the same day if the following three conditions are met:

1. This diesel vehicle or tool is to enter the hall unplanned

- a. Diesel vehicle or equipment must enter the hall (e.g. definitely cannot be unloaded, loaded or work outside)
 - b. Work cannot be postponed for a few working days while waiting for an official Tata Steel exemption.
2. This diesel vehicle or tool may only be permitted in an enclosed area if the nuisance is kept to a minimum by:
- a. Clear instruction to the driver/operator not to run the engine unnecessarily (heavily) (switch off engine directly when diesel vehicle/equipment is not in use)
 - b. Maximum ventilation of the area
- Complaint submitted via the Tata Steel [Complaints System](#): diesel vehicle/equipment enters an enclosed space without complying with QHSE 3.33 guidelines, but according to the emergency admission procedure. The following is filled in:
1. Name of contractor (name of company that has accepted the order from Tata Steel and is the principal of the haulier)
 2. Name of the haulier / company concerned
 3. Registration number / ID number concerning diesel vehicle or diesel equipment
 4. Brand name of diesel vehicle or diesel equipment
 5. Type of diesel vehicle (e.g. tipper truck, tractor, rigid truck, etc.) or diesel equipment (e.g. crane, steam cleaner, generator, etc.)
 6. When, for how long and in what area did this diesel vehicle/equipment enter an enclosed space?
 7. Purpose for which the diesel vehicle/equipment had to enter the enclosed space
 8. Reason why emergency procedure for granting access to diesel vehicles/equipment had to be applied

The complaint is handled by Purchasing in accordance with chapter 6.

RACI table: Admission Policy Exception via Urgency Procedure		Owner / firm diesel vehicle / tool	OSL / VTM	Purchasing	Working Group DEE	WU / SU	WM/GM	HSEQ manager
4.8.1	Assess whether diesel vehicle or diesel tool is eligible for the "emergency procedure for granting access to an enclosed area outside the DEE standard to diesel vehicles/vehicles".	I				R	A	
4.8.2	Instruct driver/operator to minimise diesel nuisance	I				R	A	
4.8.3	File a complaint in the complaints system about the incident in question: "diesel vehicle/equipment enters an enclosed space without complying with QHSE 3.33 guidelines, but according to the emergency admission procedure".	I				R	A	
4.8.4	Handling the complaint about the incident in question: "diesel vehicle/operator enters an enclosed space without complying with QHSE 3.33 guidelines, but in accordance with the emergency admission procedure".	C	R	A	C		I	I

6 Responsibilities

RACI table: Diesel Engine Exhaust Admission Policy		Owner / firm diesel vehicle / tool	OSL /VTM	Working Group DEE	BC/GM WU/SU	HSEQ manager	Purchasing	Board member TSIJ
4.1	Inventory of DEE sources in enclosed spaces. Check whether they meet admission standards. Where necessary, draw up PoA: introduce control measures including signs, information.	R			A	C		
4.2	Request for exemption with PoA for phasing out	R	C		A	C	I	
4.3	Approval process for exemption request	I	C	R/A	R			
4.4	Record exemption request in database	I	R	A				
4.5	Use of vehicle/equipment after receipt of exemption request	R	C		A		I	
4.6	Reporting of anomalous DEE vehicles/equipment in the Tata Steel <u>complaints system</u>				R/A	I	I	
4.7	Assurance: monitoring of pending exemption requests	R	A		I			I

R= Responsible
A= Accountable
C= Consulted
I= Informed

7 Abbreviations and definitions

DME:	Diesel Engine Emission
WU/SU:	Work unit/Service unit
WM/GM:	Works Manager/General Manager
EURO :	European emission standard for "on road" machines (vehicles)
Stage:	European emission standard for "non-road" machines (equipment)
TIER:	US Environmental Protection Agency emission standard for "non road" machines (tools)
Enclosed space:	Space of which, in addition to the floor area, three sides are closed with a roof or four sides are closed without a roof.
OSL:	On Site Logistics
I-SZW	Dutch labour inspection
DBB:	Business Security Department
VTM:	Vehicle & Transport Management

Appendixes

Appendix 1: Approval standards for vehicles/equipment with diesel traction

Vehicles and implements with diesel engines pollute the environment with Diesel Engine Emission (DEE). The formation of DEE is considered a carcinogenic process. That is why at Tata Steel in IJmuiden it has been agreed to limit exposure to DEE in an enclosed space⁴ as much as possible.

Part of limiting exposure to DEE in an enclosed space⁵ is to draw up an access policy for diesel-powered vehicles/equipment.

Table 1 shows the admission criteria for diesel-powered vehicles/equipment. For diesel-powered forklift trucks with a load capacity of up to 8 tonnes, the criteria listed in Table 2 apply.

Table 1 Criteria for acceptance of vehicles/equipment with diesel traction

	Standard diesel engines	Power [kW]	Effective date norm	Production deadline	NOT permitted in enclosed areas at Tata Steel per:
Trucks/ vehicles	Euro* 3 + particulate		1-1-2001	1-1-2006	1-7-2021
	Euro 4		1-1-2006	1-1-2011	1-7-2021
	Euro 5		1-1-2011	1-9-2015	1-1-2023
	Euro 6		1-9-2015		
Tools	Stage** IIIA / Tier*** 3 + particulate filter	130-560	1-1-2006	1-1-2011	1-7-2021
		75-130	1-1-2007	1-1-2012	1-7-2021
	Stage IIIB / Tier 4I	130-560	1-1-2011	1-1-2014	1-1-2022
		75-130	1-1-2012	1-10-2014	1-10-2022
	Stage IV / Tier 4F	130-560	1-1-2014	1-1-2019	
		75-130	1-10-2014	1-1-2020	
	Stage V / Tier 5	130-560	1-1-2019		
		56-130	1-1-2020		
	0-56	1-1-2019			

* European emission standard for "on road" machines (vehicles)

** European emission standard for non-road machinery (tools)

*** TIER: US Environmental Protection Agency emission standard for non-road machines (tools)

Table 2 Criteria specific to diesel-powered forklift trucks with load capacities up to 8 tonnes⁶.

Load capacity	Date of production	Not permitted per
4 tonnes or less	N/A	1-1-2020
4 to 8 tonnes	For 2015	1-1-2021
4 to 8 tonnes	After 2015	As soon as forklift truck is 5 years old or older with a minimum period of 6 months
Diesel forklift trucks with a load capacity of up to 8 tonnes that have yet to be purchased may <i>not be</i> used in enclosed spaces.		

⁴ Definition: enclosed space is a space where, in addition to the floor area, three sides are closed with a roof or four sides are closed without a roof.

⁵ Definition: enclosed space is a space where, in addition to the floor area, three sides are closed with a roof or four sides are closed without a roof.

⁶ According to I-SZW, basic inspection module Diesel Engine Exhaust (DEE), 7 July 2020

Appendix 2: Pictogram for access to factory premises



Appendix 3: Application for temporary exemption

(temporary) exemption form

Appendix 4: Letter Procurement to suppliers**TATA STEEL**

[name of addressee]
[department name]
[company name]
[no / name of street]
[city]
[country]

Date: Day Month 2021
Subject: Amendment QHSE 3.33: Admission policy Diesel Engine Exhaust (DEE)
Our reference: QHSE 3.33

Dear supplier,

Herewith the notice of changes regarding the admission policy to our halls for diesel-powered vehicles and equipment. The use of diesel-powered vehicles and equipment in enclosed spaces is prohibited unless the admission policy is complied with. The law states that diesel engine exhaust must be prevented as much as possible in enclosed spaces. Due to developments in the state of the art, the admission policy for diesel vehicles and equipment at Tata Steel has been tightened from 1 July 2021.

The aim of the stricter admission policy is to minimise employees' exposure to diesel engine exhaust. No longer allowed are diesel engines according to the standards: Euro 4 and as of 2022 Stage IIIB and Tier 4i (depending on power, 1 January and 1 October 2022).

More information on the admission policy and the conditions for any necessary temporary exemption can be found in the attached QHSE 3.33. This can also be found on the website: <http://veiligheid.tatasteel.nl/nl/index-veiligheid-a-tm-z/veiligheidsonderwerpen/diesel-motor-emissie-dme.html>.

Please send any questions to DME@tatasteelurope.com or contact your Tata Steel buyer.

Kind regards,

[signature]

Derk Triezenberg
General Manager On Site Logistics