



Life Saving Rules

NOKIA

where everyone goes home safely at the end of the day

Life Saving Rules

everyone goes home safely at the end of the day

01 Introductions

02 Nokia Life Saving Rules

03 Nokia Values and Life Saving Rules

04 Zero Tolerance

05 Consequence & Reward

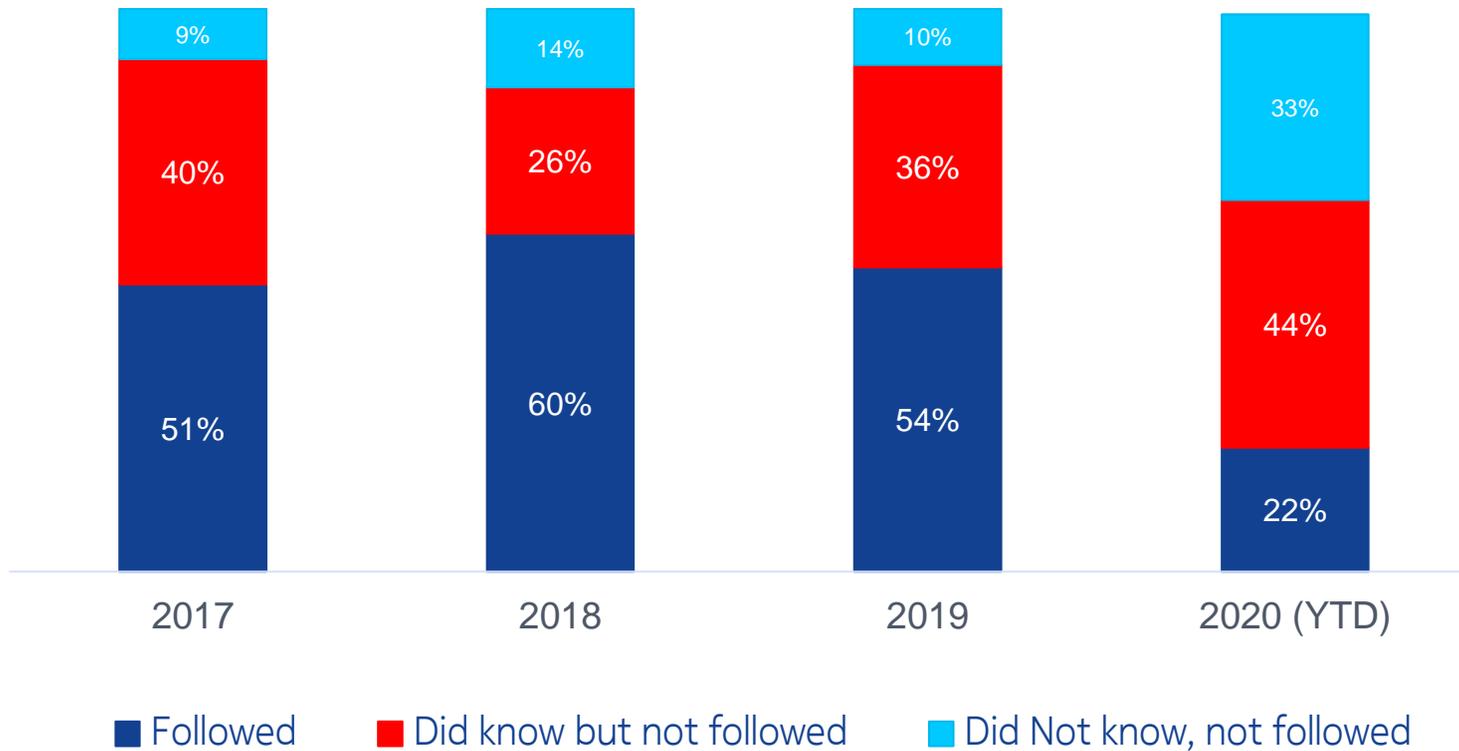


Carla Ferreira
carla.ferreira@nokia.com

Not everyone has gone home safely

Life Saving Rules compliance analysis

Fatal, Critical and HiPo Analysis
LSR compliance



Life Saving Rules

Six simple safety rules

NOKIA Life Saving Rules

ROAD SAFETY

WORK AT HEIGHT

ELECTRICAL

These six rules are the minimum standards we all follow so we get home safe

We look out for each other and step in if others fail to follow the rules

FOLLOW THEM - OR STOP WORK AND SPEAK UP

Road Safety



Always wear a seat belt in ANY vehicle.



Do not drive distracted or tired - take a break every two hours.

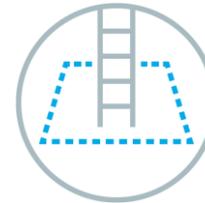


Always drive at a safe speed for road, traffic & weather conditions. Do not exceed the speed limit.

Working at Height



Always attach yourself and your equipment when working at height.



Always make sure that no-one enters the space below when you are working at height.

Electrical



Do not work live. Do not work on any electrical system unless you are trained.

Our Values

Earning respect through health and safety

respect

Respect is about how we treat each other, and something we work hard to earn from those around us.

from our people

By showing that we all take each others health and safety seriously. We respect every persons right to refuse to do something that they believe is dangerous.

from our customers

By making health and safety integral to how we do business, by doing what we say we are going to do, consistently.

from the outside world

By being transparent and consistent and acting with the highest levels of integrity at all times. Doing more that we have to, doing the right thing.

Our Values

How our life saving rules apply in real life

respect

Respect is about how we treat each other, and something we work hard to earn from those around us.

refusal to work

Respect every persons right to refuse to do something that they believe is dangerous.

better ways of doing things

People who do the work know the job, they understand the risks and often have the best solutions. If they suggest a better way of doing something, **Respect** their view, take the time to listen and understand.

work life balance

A tired person is not a safe person.

A mind that is worried about family does not make good decision.

A person rushing to finish a job to get home is more likely to cut corners.

Life Saving Rules

Basis for our decision making

Non-negotiables

- Nokia minimum expectations in key risk areas are clear – we call them “non-negotiable” for a reason.
- Challenging team mates when they are not following these requirements.

Health and Wellbeing

- Working with each other to balance high performance and wellbeing.
- Make sure we respect everybody’s right for sufficient rest, enabling us to make safe decisions.

The right thing to do

- Treating everyone as an equal
- Nokia values are upheld at all times – everyone's safety is respected.
- Any behaviour that compromises your own, or other peoples’ health, safety or wellbeing is not acceptable.

Zero Tolerance for not following Life Saving Rules

Not just for those doing the work

Doing

- Following the rules.
- Saying “no” when something is dangerous.
- Challenging team mates when they are not doing the right thing.

Supervising

- Clear on the reasons why the rules are in place.
- Coach and encourage the right behaviour – praise the good.
- Take action when standards not met.

Managing

- Ensuring everyone knows what the rules are, have the training equipment and skills to follow them.
- Nokia values are upheld at all times – everyone's safety is respected.

Progression to fair and consistent consequences

Implementation steps to fair application of consequences

Awareness

- Make people **aware** that they can be hurt.
- Make people aware of **'what'** they need to do to be stay safe.

Education

- Provide people with enough to understand **'why'** they need to do something in a particular way.

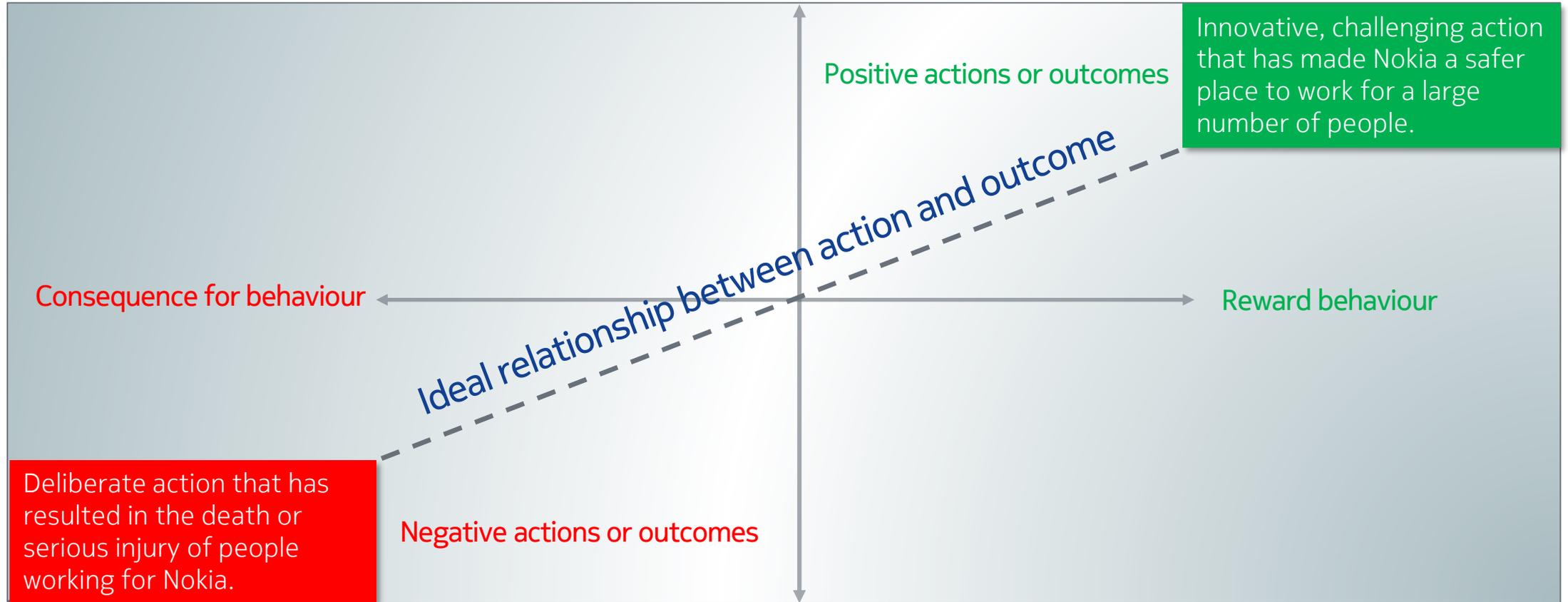
Reinforcement

- Make sure everyone understands **'what'** and **'why'**.
- Make people realise that this is **permanent** and will not change.

Enforcement

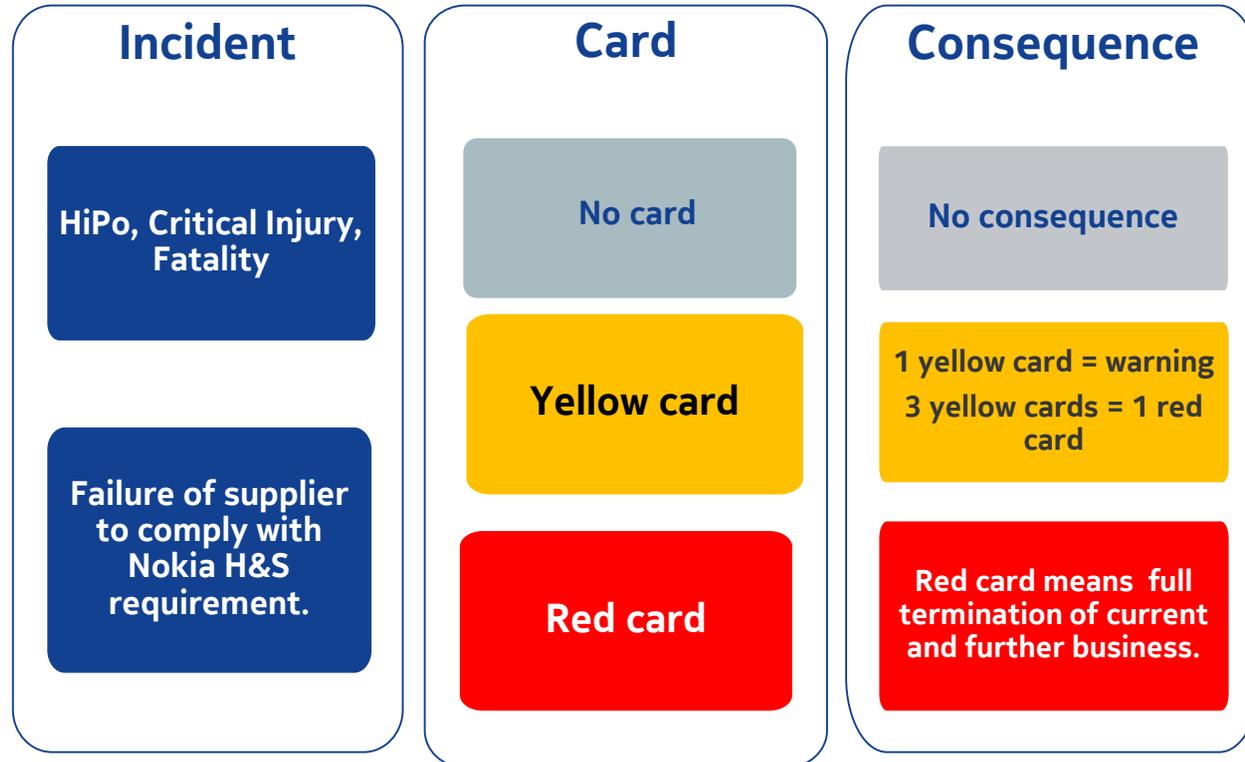
- Apply consequences when people know **'what'** and **'why'**.
- **Fair and consistent** application.

Relationships between behaviour and action – We need to inspire good, not just penalise bad



Supplier Health and Safety Consequence Management

Clear rules of the tolerance level of Nokia towards Health and Safety and Child Labour



Note: Investigation will determine the degree of the supplier's responsibility in having the controls in place.
Red/Yellow Card will be issued if the supplier can be held as the main accountable for not having the H&S Requirements and controls in place.

Consequence Management | Decisions basis

3 point decisions for clarity and consistency

Underlying principles of the Nokia Consequence Management Process

- Globally consistent, transparent and robust
- Only reviewed following completion of investigation – 3 month validity period
- The investigation will determine the degree of the supplier’s responsibility / controls in place and what action will be taken.
- Red card or yellow card will only be issued if the supplier can NOT demonstrate compliance to H&S or Child Labour Requirements and having sufficient controls in place
- 1 yellow card = warning, red card = work cessation, 3 yellow cards = red card

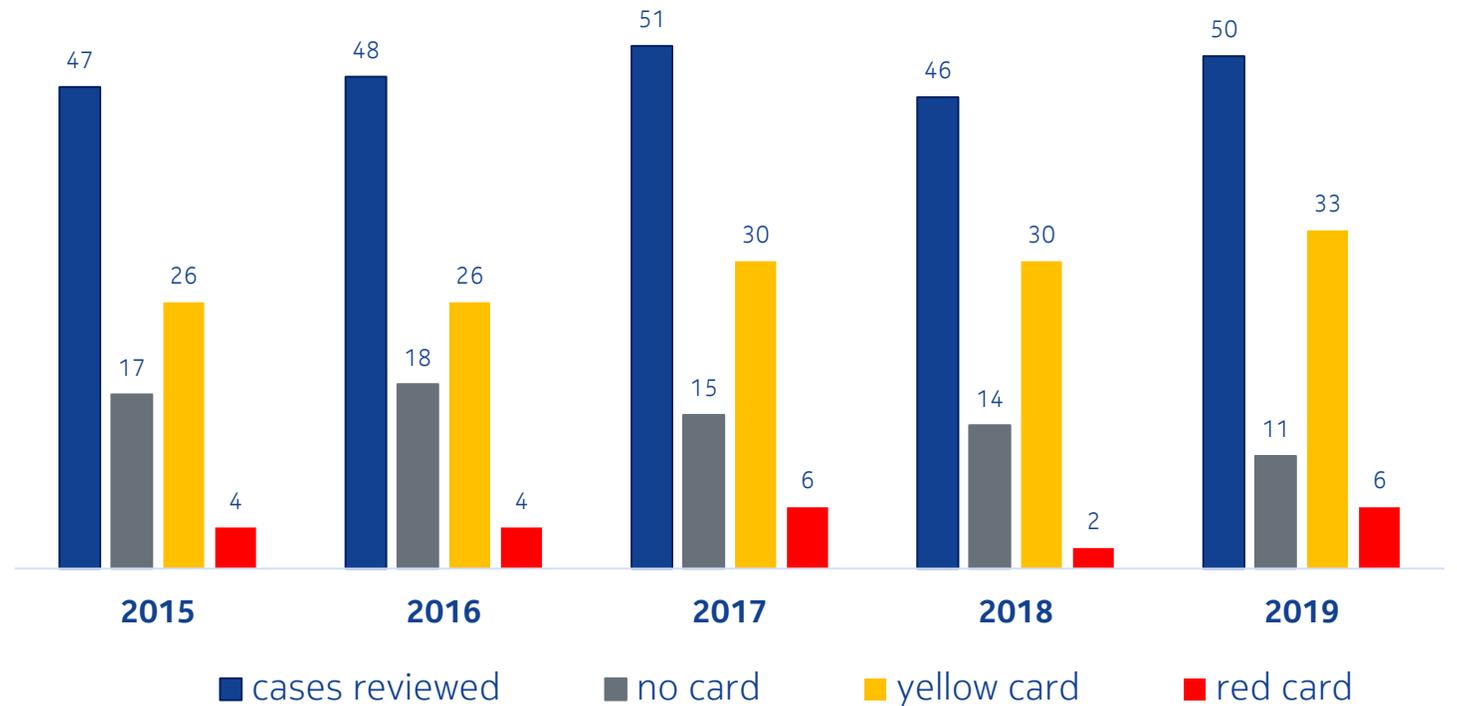
Three test points

1) Was the responsibility with the supplier?	<ul style="list-style-type: none">• Had Nokia met our responsibility? If we have not fulfilled our responsibility or have acted in a way that caused the supplier to not meet theirs, we cannot place the consequence on the supplier.
2) Did the supplier fail in that responsibility?	<ul style="list-style-type: none">• If the expectation was clearly set, communicated and understood, the incident or breach occurs due to the failure of the management on behalf of the supplier, then the supplier has failed to meet that responsibility.
3) Did the incident occur, significantly impacted by or potentially caused by the failure of that responsibility?	<ul style="list-style-type: none">• There are often many factors in incidents, some that a supplier can control or influence, some that it cannot. If the failure directly lead to, or contributed to the incident, then there must be consequences for that failure

Supplier Health and Safety Consequence Management

Being fair and consistent

Supplier Consequence Management Cards Issued



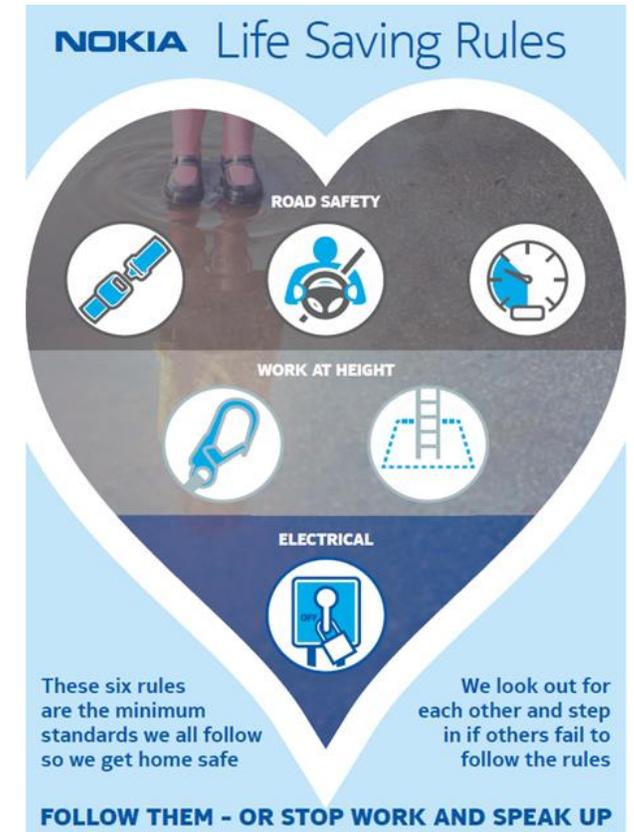
Summary

Making sure everyone goes home safely
everyday

Life Saving Rules

Where everyone goes home safely at the end of the day

- Life Saving Rules, 6 simple rules targeting the behaviours that we know, from experience would save lives.
- They have an active role in building a culture of high performance and integrity in Nokia.
- Everyone Nokia or Supplier employee is personally accountable for following the rules and speaking up if a rule is violated.
- Everyone is responsible for leading with example promoting and enabling compliance with the rules.
- We enforce Life Saving Rules by applying consequence and rewards.
- Its all about living up to our values making sure everyone goes home safely at the end of the day.





NOKIA

where everyone goes home safely at the end of the day