



Supplier  
Environmental, Health and Safety  
Minimum Performance  
Requirements

Rev. 4  
5/1/24

# Intel Supplier EHS Minimum Performance Requirements

## 1. Purpose:

Intel is committed to ensuring an Injury Free workplace with no adverse environmental impacts. The Supplier EHS Minimum Performance Requirements define the Environmental Health and Safety roles, responsibilities and expectations for Contingent Workers (CWs) working on any Intel controlled campus.

## 2. Scope:

This standard covers Contingent Workers (CWs) (Suppliers, Supplier subs, Facilities maintenance, etc.) working on Intel controlled campuses worldwide except for Construction Contractors. Requirements in this standard apply in all instances unless explicit contract language states otherwise.

## 3. Program Requirements

### 3.1 Supplier Pre-Qualification

Suppliers performing work on Intel controlled campuses must complete Highwire Pre-Qualification and meet Intel minimum performance criteria prior to commencing work if they perform any one or more of the tasks below:

- Work activity requiring workers to complete lock out/ tag out during servicing and/or maintenance of equipment or machines
- Work activity requiring workers to work on unprotected work surfaces at elevations above 4 feet
- Work activity requiring workers to enter a permit required confined space (as specified by Intel)
- Work activity requiring workers to work on potentially energized circuitry or components above 50 Volts
- Work activity requiring workers to operate mobile elevated work platforms of fork-lift trucks on the Intel Campus
- Work activity requiring workers to work with hazardous chemicals, ionizing radiation or using respirators (airline or air purifying).

As part of Highwire enrollment, Suppliers are required to input details of their safety performance for last 3 years along with documented proof of EHS compliant programs and training

Intel Injury/Illness indicator Pre-Qualification Criteria are as follows:

OSHA Jurisdiction	Non OSHA Jurisdictions
<ul style="list-style-type: none"><li>• Recordable rate <math>\leq</math> 4.0 for last 3 years</li><li>• Lost day case rate <math>\leq</math> 0.8 for last 3 years</li><li>• Zero fatalities in last 12 months</li></ul>	<ul style="list-style-type: none"><li>• Lost day case rate <math>\leq</math> 0.8 for last 3 years</li><li>• Zero fatalities in last 12 months</li></ul>

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<ul style="list-style-type: none"><li>• Experience Modification Rate <math>\leq 1.0</math> for past 3 years</li></ul>	
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Suppliers must ensure all subcontractor companies, working on their behalf, on an Intel Campus and performing any of the work activities above (including multi-tier subcontractors) meet the Intel Pre-Qualification criteria.

Where the Supplier or Sub-Contractor does not meet the minimum requirements, and business conditions dictate accepting them, a written correction action plan must be documented by the subcontractor and mutually agreed to by the Supplier and Intel prior to commencing work.

### 3.2 Stop Work Authority

Everyone has the authority and obligation to stop any work when Environmental, Health and Safety risks are present.

This applies to any contingent worker at an Intel owned or operated facility.

Stop Work Authority shall be initiated for conditions or behaviors that threaten danger or imminent danger to people, equipment or environment. Examples include, but are not limited to:

- Working at heights without proper protection from falls.
- Working on equipment without required LOTO.
- Conducting energized work  $>50V$  without permit.
- Using a forklift without securing the load during transportation.
- Handling toxic chemicals without appropriate PPE or controls
- Conditions exist that could result in a release from the facility to the environment exceeding applicable regulatory requirements or approvals.

General expectations for Stop Work Authority:

- Stop Work actions take precedence over all other procedures, priorities, schedules
- No work will resume until issues and concerns have been adequately resolved
- Treat others with respect when receiving and providing feedback
- No form of retribution or intimidation shall be directed at any individual exercising their Stop Work Authority

### 3.3 Supplier EHS Documentation

3.3.1 The Supplier shall have documented EHS guidelines, procedures and policies that meet or exceed Intel EHS requirements.

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- 3.3.2 The Supplier shall make their EHS documentation available to Intel EHS, Sponsor or a designee upon request.

### **3.4 New Contractor Orientation:**

- 3.4.1 All Suppliers shall ensure their employees complete New Contractor Orientation (NCO), as designated by the site, prior to commencing any work on an Intel campus.
- 3.4.2 The Supplier shall ensure that non English speaking workers can understand formal EHS information, orientation and training information, hazard warning signage and labeling, and audible public address announcements and evacuations. This includes the responsibility to translate and/or interpret this information to workers.

### **3.5 Training**

- 3.5.1 All CWs must receive industry standard, regulatory training from their own Supplier company. Intel will provide EHS training for any Intel specific hazards
- 3.5.2 The Supplier, in alignment with the Sponsor, shall ensure regulatory training requirements are defined and documented for the CW scope of work while on an Intel site. The Supplier, in alignment with the Sponsor and Intel EHS, shall ensure Intel site specific training requirements are also identified and courses are completed.
- 3.5.3 Upon request, the Supplier shall provide proof of training completion to Intel.
- 3.5.4 If a CW requires the use of respirators or are required to be enrolled in medical evaluation programs for hearing conservation, ionizing radiation, or lead management, the CW shall receive medical services and fit testing from their employer.

### **3.6 EHS Staffing Requirements and Expectations**

Prior to commencing work, at a minimum the Supplier shall identify at least one site supervisor responsible for EHS at each Intel location. The Supplier shall notify the Site Sponsor as to who the contact is for all EHS related communication.

### **3.7 Incident Reporting and Investigation**

- 3.7.1 Supplier responsibilities:
- Notify the Sponsor, Site EHS and SSP (Supplier Support Program-if applicable) within 2 hours of any EHS event. An event is any EHS incident, near miss or agency inspection at Intel.

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- Notify the Sponsor and SSP (Supplier Support Program-if applicable) within 24 hours of all non-major incidents and near misses.
- Document the incident using a Supplier incident report document
- Coordinate with the Sponsor to determine if an incident review is required within 72 hours of the event
- Complete incident review documentation that includes, at a minimum, Sequence of Events (including timeline), Contributing Factors, Root Cause and Corrective Actions.
- Distribute completed incident review to appropriate parties (e.g. Sponsor, Site EHS, SSP, Module Owner, etc)

### **3.8 Disciplinary Procedures**

- 3.8.1 Supplier must have a progressive disciplinary action plan for violating known EHS requirements up to and including removal from site for noncompliance with fatality prevention programs.
- 3.8.2 The administration of the disciplinary action plan is managed between the Supplier employee and their employer.
- 3.8.3 Intel reserves the right to permanently restrict individual access to all Intel sites worldwide where willful violations of fatality prevention programs:
- Fall Protection,
  - Control of Hazardous Energies (lockout/tag out),
  - Energized Electrical Work (EEW),
  - Confined Space Entry and
  - Inert Gases

### **3.9 Chemical Use Evaluation**

- 3.9.1 For purposes of this document, chemicals include those materials that require a Safety Data Sheet (SDS) and/or are regulated by EHS Laws.
- 3.9.2 Prior to commencement of work, the Supplier shall document, and submit to Intel Site EHS documentation of the chemicals proposed for use on site and provide Safety Data Sheets (SDS) for all chemicals required to complete the requested scope of work.
- 3.9.3 The following table outlines which systems shall be used to provide documentation to Intel Site EHS. The Supplier shall ensure they are aware of site based chemical use requirements and site chemical review procedures for their specific contracted scope of work and confer with their Sponsor for any questions/concerns.

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Scenario	Use-Case	Industrial Hygiene review	Environmental review	System of Review & SDS Storage	
<b>Scenario 1:</b> Chemicals used by Intel employees or used by non-Intel employees but in areas where Intel employees have a high likelihood of exposure	Facilities ops/maintenance Factory ops/maintenance FSE maintenance Lab activities	Required ✓	Required ✓	Intel POR Review & SDS Database ✓	
	<b>Scenario 2:</b> Chemicals used by non-Intel employees at Intel sites where Intel employees have a low likelihood of exposure	Construction activities performed by contractors	Not Required ✗	Required ✓	Site based ✓
		Aviation maintenance activities performed by contractors	Not Required ✗	Required ✓	Site based ✓
		Custodial and Kitchen activities performed by contractors	Not Required ✗	Not Required ✗	SDS Upload to POR Database ✓
Landscaping activities performed by contractors (includes pesticides)		Not Required ✗	Not Required ✗	SDS Upload to POR Database ✓	
<b>Scenario 3:</b> Chemicals used by Intel or non-Intel employees that are out-of-scope for this standard and therefore are not required to be reviewed by Intel EHS	Articles Office supplies	Not Required ✗	Not Required ✗	Not required ✗	

3.9.4 Suppliers shall follow Intel site EHS use restrictions and controls provided during the chemical use evaluation including site specific odor protocol, waste disposal instructions.

3.9.5 The Supplier shall ensure none of the following are bought onto the site:

- Asbestos or asbestos containing construction materials, including, but not limited to, asbestos containing insulation, ceiling tiles, floor tiles, cement, adhesives and fire prevention materials.
- Polychlorinated biphenyls (PCBs), including, but not limited to PCB containing transformers, light ballast's, heat transfer fluids.

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- Class I or Class II ozone depleting substances as defined by 40 CFR § 82, Appendix A and appendix B to Subpart A.

### **3.10 Waste Management**

3.10.1 Hazardous, scheduled, universal, or other regulated waste, generated by Suppliers on Intel property, shall be managed as Intel waste. This is because waste regulations typically apply to the property owner, and waste registration or identification numbers are usually specific to property address. Check with Site EHS for any site specific requirements.

### **3.11 Fire Protection**

- 3.11.1 Supplier and Supplier employees should be familiar with the requirements of the Intel Fire Protection Standard and site specific programs for management of non-electrical hot work (if applicable to scope of work)
- 3.11.2 Fire-safety is the responsibility of all personnel. Supplier shall report suspected fire hazards to a Supervisor or Sponsor. Any observed fire or smoke shall be immediately reported via the site emergency system.

### **3.12 Injury and Medical Attention**

- 3.12.1 Suppliers are expected to arrange for medical care of minor occupational and personal health issues for their workers; e.g., vendor first aid teams, local urgent care clinic, etc. and should not report to Intel Occupational Health (OH) clinics for care.
- 3.12.2 For medical emergencies CWs should follow the standard emergency response protocol and call the site's emergency number for ERT assistance. ERT will assess and decide whether to call for EMS or transport to OH for assessment as per emergency response protocols.
- 3.12.3 Follow up is done by Intel for all CW chemical contact or inhalation injuries
- 3.12.4 For Staff Augmentation (SA) CWs, the Supplier is responsible to communicate the OSHA recordability status back to Intel Occupational Health for all work related injuries/illnesses.

### **3.13 Personal Protective Equipment**

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If the CW's work requires the use of respirators or requires enrollment in medical evaluation programs (e.g. hearing conservation, ionizing radiation, lead management) then the supplier shall provide this equipment and these services.

PPE supplied by the CW supplier company must be at least equivalent to Intel's requirements and the supplier company must complete a PPE hazard assessment consistent with regulatory requirements.

PPE for general area access including hard hats, safety glasses, ear plugs, and safety toe covers (if required) may be provided by Intel and may be used by CW workers.

### **3.14 Use of Intel Owned Equipment**

3.14.1 The Supplier is responsible to evaluate the task(s) to be performed by their workforce, identify the equipment required to perform the task and arrange to supply the equipment.

3.14.2 The Supplier, upon agreement with their Sponsor, may utilize Intel owned equipment providing they can demonstrate the Supplier employees have received appropriate training and instruction on the Intel and industry requirements for the operation of the equipment.

### **3.15 Chemical and Noise Exposure Assessment**

- Intel will share generalized information about the results of chemical and noise monitoring with suppliers.
- If Intel conducts sampling of a CW employee, Intel will provide the communication report to the company representative to share with its workforce.
- If a CW company wants to conduct chemical and noise monitoring in an Intel facility – Intel and the CW company will collaborate on the need for sampling and will coordinate to conduct side by side sampling with consistent sampling methods, analytical methods, occupational exposure limits and calculation methods if sampling is mutually agreed upon.
- If CWs are the only workers that occupy a space, then Intel will coordinate with the supplier company on how to proceed with chemical and noise monitoring to assess the hazards presented in the space.



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## 3.16 Supplier Roles and Responsibilities

- Ensure they have a single point of contact for EHS concerns and issues.
- Register and complete a profile within the Highwire program if applicable to their job scope.
- Responsible for full EHS compliance of all their employees, subcontractors and any lower-tier subcontractors they have hired to complete the scope of work.
- Maintain their knowledge of the local, state and federal regulatory requirements and Intel Standards.
- Coordinate with the Intel Sponsor to identify the necessary training required by their employees and subcontractors performing work at the particular Intel site and shall ensure that the training is completed prior to work commencing on site.
- Investigate incidents involving their employees and subcontractors, meeting timelines specified within this document
- Responsible for their chemical evaluation process and submit requested reports to Intel.
- Responsible for communicating job or task specific risks and hazards to their employees and subcontractors.
- Have SDSs on site at chemical use and storage locations, and available for Intel in event of emergency or right to know requests.

## Revision History

Revision Number	Revision Date	Revision Owner	Revision Summary
4	5/1/24	Jill Schull	Employee Legal Labor and EHS Legal have determined we cannot provide regulatory training to Staff Augmentation workers. Changes made to the 3.5 and 3.13 Sections, Training and PPE, to reflect this business decision

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3	9/15/2022	Jill Schull	Addition of Stop the Job and Chemical and Noise Exposure Assessments. Updated from ConstructSecure to Highwire
2	5/9/2019	Jill Schull	Combined Supplier EHS Performance Expectations into one New Document with clarity to Intel EHS expectations