

# PUBLIC COMPANY ORLEN LIETUVA

APPROVED BY:  
Director of Quality, Labour Safety  
and Environmental Control

7 February 2025  
Order No TV1(1.2-1)-2025-0057

## OCCUPATIONAL HEALTH AND SAFETY PROCEDURE BDS-26 'WORK WITH ASBESTOS'

### I. GENERAL PROVISIONS

#### Purpose and Scope of Application

1. The purpose of the present Occupational Health and Safety Procedure BDS-26 for Work with Asbestos (hereinafter – the Procedure) is to establish the occupational health and safety (hereinafter – OHS) requirements for storage, use, disposal, transportation, and utilization of asbestos and asbestos containing materials.

2. This requirement shall apply to the employees of Public Company ORLEN Lietuva (hereinafter – the Company) and of the contractors, if so provided in respective work (service) contracts concluded by contractor with the Company, involved in the storage, use, disposal, transportation, and utilization of asbestos and asbestos containing materials.

3. Requirements of the present Procedure (except for those in Par. 22 and Par. 23 hereof) shall not apply to work with asbestos where exposure to asbestos is sporadic and of low intensity, it is a short non-continuous task with only non-friable materials and products that are in a reasonable condition and are not disturbed or loose, also to the collection of asbestos samples.

### II. REFERENCES

4. This Procedure has been developed in line with the effective revisions of the following documents:

4.1. Regulations for work with Asbestos approved by the Minister of Social Security and Labor and Minister of Health of the Republic of Lithuania;

4.2. Competence Requirements for Enterprises Involved in Demolition of Buildings with Asbestos Containing Structures, Disposal of such Structures or of Asbestos approved by the Minister of Social Security and Labour of the Republic of Lithuania.

### III. TERMS AND DEFINITIONS

5. Terms and definitions used herein:

**Asbestos** – a naturally occurring silicate mineral, highly resistant to heat and organic solvents, with very good thermal insulation properties. Depending on composition (contains magnesium silicates, iron, and aluminum, calcium, and silicon oxides) and the structure of crystals, asbestos is classified into several types which are all hazardous to health.

**Work with asbestos** – any work (including demolition of buildings with asbestos containing structures, warehousing, transportation, utilization and disposal of asbestos) when the worker is or may be exposed to asbestos or asbestos containing materials.

**Asbestosis** – irreversible scarring of lungs, which makes breathing very difficult. It may develop even if the impact of asbestos is not visible, leading to **lung cancer**.

**Mesothelioma** – terminal pleurae and peritoneum inner layer cancer.

These diseases usually take decades to develop, often 10-60 and even more years after exposure. On average, first symptoms of mesothelioma develop in 35-40 years from penetration of asbestos fibers into body. According to estimations, lung cancer develops in 20-40 years.

#### IV. ASBESTOS EXPOSURE HAZARDS

6. Asbestos can be found in thermal insulation of pipelines and heaters, in electric equipment, fireproof walls and doors, flooring and ceiling slabs, roofing slates, and other products. Asbestos does not pose hazard as long as structures or products containing asbestos remain intact.

7. Demolition of such structures and buildings, dismantling, breaking or other processing of products containing asbestos releases particularly fine invisible fibers into atmosphere which if inhaled stay in lungs and cause very serious irreversible health conditions such as asbestosis, mesothelioma or lung cancer.

#### V. DUTIES AND RESPONSIBILITIES

**8. Head of organizational unit where work with asbestos is to be performed** must ensure that permit for work with asbestos specifies safety measures prescribed by the present Procedure.

**9. Company's employee who is assigned to coordinate work with asbestos**, prior to the start of work, must inform the manager of contractor outsourced to perform respective works that these works may involve materials or products containing asbestos.

**10. The manager of contractor outsourced to perform works that may involve materials or products containing asbestos must:**

10.1. Collect laboratory samples to confirm the presence of asbestos if the composition of materials or products to be handled during assigned work is unknown but it is suspected that they may contain asbestos. The samples shall be tested for the presence of asbestos fibers only at accredited laboratories or those certified according to the procedure established by the Ministry of Social Security & Labour and the Ministry of Health;

10.2. Before starting works with asbestos, present the following to the State Labour Inspectorate as prescribed by legal acts effective in the Republic of Lithuania:

10.2.1. Notification on planned work with asbestos [4.1];

10.2.2. Work Plan for demolition of buildings with asbestos containing structures, for disposal of structures or asbestos (hereinafter – the Work Plan) [4.1, 4.2] (the content of OHS Plan is provided in Attachment hereto);

10.3. As prescribed by legal acts of the Republic of Lithuania, assign the following for work with asbestos:

10.3.1. A duly trained and certified competent person (work manager or any other employee of the company) to supervise and control that demolition of buildings with asbestos containing structures, disposal of structures or asbestos is performed in a safe manner applying all necessary precautions [4.2];

10.3.2. An employee to fill out and maintain the Log of Employees Exposed to Asbestos [4.1];

10.4. Ensure that work with asbestos is performed in compliance with all the requirements set in the Work Plan, the present Procedure, legal acts effective in the Republic of Lithuania, and other OHS procedures effective at the Company.

10.5. Organize air sampling at workplaces and determination of asbestos fiber concentrations at the end of work with asbestos.

## VI. REQUIREMENTS

### Requirements for personal protection equipment

11. Employees performing work with asbestos must wear dustproof disposable coveralls with a hood, gloves, disposable overshoes, panoramic safety glasses, respirators with P3 filters.

### Preparatory works

12. As prescribed by the Company's OHS Procedure BDS-20 'Barriers' the site of works must be enclosed and marked with clearly visible OHS signs.

13. To prevent the spread of asbestos fibers, the site of work with asbestos must, where possible, be isolated from the rest of area with durable (at least 250 µm thick) polyethylene plastic barrier which after completion of work must be disposed of as asbestos contaminated waste.

14. Enclosure must have:

14.1. An air chamber for entry and exit;

14.2. A separate debris chamber for removal of properly packed (e.g. bagged and/or wrapped in polyethylene film) waste from enclosure;

14.3. Exhaust ventilation to ensure air pressure inside an enclosure slightly below atmospheric (recommended 20 Pa) and continuous flow of fresh air within the enclosure;

14.4. Allow entry into enclosure only to employees performing work with asbestos wearing appropriate respiratory and other personal protection equipment.

15. Any objects which, if contaminated with asbestos fibers, would be difficult to clean must be removed from an enclosure or duly covered.

16. Any openings (e.g. of air conditioning systems, ventilation systems, etc.) must be sealed to prevent escape of airborne asbestos fibers from the enclosure.

17. Make sure enclosure does not obstruct evacuation exit routes. If impossible, ensure alternative exit routes marked with signs showing direction of evacuation.

### Requirements during work

18. Ensure that asbestos containing materials remain moist at all times.

19. Do not break asbestos containing materials.

20. Do not sweep. Instead collect larger pieces with wet cloths and vacuum smaller ones with vacuum cleaners equipped with high-efficiency particulate air (HEPA) filters.

21. Where electric impact tools are used, operate them at their lowest speed and work under local exhaust ventilation.

22. Upon completion of work, check the site for airborne asbestos fibers – concentration cannot not exceed 0.1 fiber/cm<sup>3</sup>.

### Requirements for disposal of waste

23. Asbestos waste must be wrapped in polyethylene or packed into double polyethylene bags and labelled as shown in Attachment 1 hereto.

24. Large pieces of asbestos must be disposed whole. Before shipment, they must be placed into covered box or tented truck, or wrapped into polyethylene.

## VII. EMPLOYEE TRAINING

25. Contractors' employees whose work involves the removal, transport and disposal of asbestos and asbestos-containing materials shall be trained under a training program at the contractor's premises. The training program must cover the following topics:

25.1. Properties of asbestos and its effects on health, including the damage caused by smoking;

25.2. Types of materials or products that may contain asbestos and the locations where these materials and products may be found;

25.3. Actions to prevent or reduce exposure to airborne asbestos and to prevent the spread of asbestos contamination, including risk assessment and personal protective equipment;

- 25.4. Potential emergency situations;
- 25.5. Waste management, proper collection of waste (e.g. in bags, packaging, boxes or containers), labelling, transport to the waste site.



Figure 1. Warning label for asbestos and asbestos containing materials

#### VIII. FINAL PROVISIONS

26. Responsibility for periodic review and updating of this Procedure, if needed, shall lie with Director of Quality, Labour Safety and Environmental Control of the Company.

#### IX. ATTACHMENT

Attachment – Content of OHS Plan

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Prepared by:  
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**PUBLIC COMPANY ORLEN LIETUVA**  
**OCCUPATIONAL HEALTH AND SAFETY PLAN**

**1. Declaration of Conformity with OHS Regulations by Contractor (Attachment 3 to Occupational Health and Safety Procedure for Contractors BDS-40).**

**2. Preparation of the work area** (locations of temporary amenity, sanitary, hygiene, first-aid and other facilities required for employees).

**3. Risk assessment** (identification of potential hazards and risk mitigation and/or prevention measures).

**4. Occupational health and safety requirements for work with asbestos:**

- enclosures and isolation;
- negative pressure in the enclosure;
- pre-planned methods to remove asbestos (water spraying, mechanical cleaning, etc.);
- pre-planned water spray and/or mechanical treatment equipment;
- protective equipment for workers;
- sampling plan for the determination of airborne asbestos fiber concentrations for the duration of the works and the laboratory that will carry out the tests;
- asbestos waste disposal and shipment procedure;
- methods for cleaning the work area and surfaces, and preparing the work area for normal use after completion of the work.

**5. Work coordination** (procedure for coordination of works performed on the same site by two or more contractors, crews).

**6. Actions to be taken in case of emergency.**