

**People & Social Responsibility**

PSR/HSE/MS Division

Destinataires / To : Philippe Diebolt, Sylvain Duperrier, Didier Humbert, Brigitte Paule, Caroline Royer, Stéphane Mauvernay	Expéditeur / From : Hans-Christian Gützkow
Copy : Aurelie Sala, Corine Chuche, Peter Theunissen	Date : 16/10/2020
Subject: Deployment of company rule CR-GR-HSE-431	

Dear all,

The Company Rule CR-GR-HSE-431 *HSE Requirements for Loading and Unloading Road and Rail Vehicles* has been published on REFLEX and came into force on 02/04/2021. This Company Rule defines the minimum HSE requirements to manage the risks during loading and unloading operations of dangerous or non-dangerous goods, to or from road and rail vehicles. This includes loading and unloading operations of operated trucks and contracted trucks at third party sites.

A summary listing the main requirements is available on the first page of the Company Rule. To help you deploy this rule on the field, we offer in addition:

- A support file intended to list the requirements of this rule and enabling their compliance follow-up.
- A PPT file mentioning the new requirements and the associated impacts for MS.

Given that there was no Company Rule related to this topic into the MS HSE referential, no gap analysis (additions, modifications and deletions) between the old rule and the new one has been performed.

**☞ I remind you that each affiliate must:**

- **Identify the gaps between its referential and the new requirements,**
- **Implement the associated action plans to correct the differences,**
- **Comply with the rule on the target date.**

Hans-Christian Gützkow

## List of published company rules

Reference	Title	Date of publication	Effective date
CR-GR-HSE-001	One-MAESTRO HSE Expectations	09/03/2018	09/09/2018
CR-GR-HSE-100	HSE & Reporting indicators	24/09/2018	24/12/2018
CR-GR-HSE-114	Evaluation and monitoring of HSE risks on OBO assets	28/01/2019	28/07/2019
CR-GR-HSE-301	Technological Risk Assessment	02/07/2020	02/07/2020
CR-GR-HSE-302	HSE Requirements for Management of Change	22/07/2019	22/01/2020
CR-GR-HSE-402	Permit to Work Process	30/09/2019	30/03/2020
CR-GR-HSE-404	Road vehicle driving safety	22/10/2018	22/10/2019*
CR-GR-HSE-405	Industrial hygiene	28/01/2019	28/01/2020
CR-GR-HSE-406	Personal Protective Equipment	11/03/2020	11/09/2020
CR-GR-HSE-412	Stakeholder and Local Impact Management	26/11/2018	26/02/2019
CR-GR-HSE-414	HSE requirements for operating pipelines	28/01/2019	28/01/2020*
CR-GR-HSE-415	Safety of aviation activities	14/06/2019	14/09/2019*
CR-GR-HSE-416	Management of Floating Units Approval Request and Transhipment Operations	17/02/2020	17/05/2020*
CR-GR-HSE-417	Flammable and Combustible Liquids Storage Safety	30/09/2019	30/03/2020*
CR-GR-HSE-418	HSE Requirements for circulation on site	02/10/2020	02/07/2021
CR-GR-HSE-419	HSE Requirements for Excavation works	24/06/2019	24/09/2019
CR-GR-HSE-421	Management of Pollution Risks at Activity Cessation	01/10/2019	01/01/2020
CR-GR-HSE-424	Working with high pressure water jets	22/10/2018	22/01/2019
CR-GR-HSE-425	HSE requirements for work at height	10/07/2019	01/01/2020
CR-GR-HSE-430	Rail transport safety	22/10/2018	22/04/2019*
CR-GR-HSE-431	HSE Requirements for Loading and Unloading Road and Rail Vehicles	02/10/2020	02/04/2021
CR-GR-HSE-501	HSE Requirements for Contractors	24/05/2018	24/11/2018
CR-GR-HSE-701	Emergency and Crisis Management	30/09/2019	30/12/2019
CR-GR-HSE-705	Contingency Planning for Accidental Surface Water Pollution	30/09/2019	30/12/2019
CR-GR-HSE-801	HSE event management and feedback	24/09/2018	24/12/2018
CR-GR-HSE-902	HSE self-assessments and HSE audits	24/09/2018	24/12/2018*

\* Some requirements of this company rule will be effective after the effective date.

 Company rules already in force