

Data sheet for a registering external company and agreement

on the "Services for external companies in CHEMPARK with material no. 82494317" between Currenta GmbH & Co. OHG and the registering external company named below

This information is used for creating a customer master record and helps in correct invoicing among other things. All fields marked with an asterisk * are compulsory and must be filled on a machine. Only fully and legibly filled data sheets can be processed.

Processing time: five working days. The applicant is solely responsible for the accuracy of the information provided.

For any invoicing-related questions, please contact "protection-vertrieb@currenta.biz".

Details of the registering external company

(Please enter the head office address registered in the commercial register)

Country*				Company name 1*			
Company name 2							
Sector	<input type="checkbox"/> Standard	<input type="checkbox"/> exclusively a cleaning company	<input type="checkbox"/> Shipping agent	<input type="checkbox"/> CEP services (courier/express/parcel)			
Company name to be printed on the ID card (max. 20 characters)							
Street*						House number*	
Post code*	Town/city*		Post code		Post box		
Central tel. no.*				Central email address*			
Commercial register entry and number*				VAT ID (max. 15 characters)*			

Address data if the invoice recipient of the registering external company is different

(Personal/departmental data will not be taken into account)

Country				Company name 1			
Company name 2				Company name 3			
Street						House number	
Post code	Town/city		Post code		Post box		

Address data if the consignee is different

Country				Company name 1			
Company name 2				Company name 3			
Street						House number	
Post code	Town/city		Post code		Post box		

Version 2023_01_FF
Internal processing feature

Please fill this form fully and send a signed and scanned copy to:

werkschutz.servicecenter.lev@currenta.biz | werkschutz.servicecenter.dor@currenta.biz | werkschutz.servicecenter.uer@currenta.biz

Detailed information on data protection is available at the gates or in the download section at chempark.de.

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General information

Access and admission as well as vehicle access to CHEMPARK requires the consent of Currenta GmbH & Co. OHG. As proof of consent, Currenta GmbH & Co. OHG issues corresponding plant ID cards, entry passes and special authorisation passes. Safety and Regulatory Requirements at CHEMPARK - Part 2 (available for download at <https://www.chempark.de/service/oeffentliche-dokumente/>) apply to the external company and its employees and subcontractors on all factory premises of the CHEMPARK sites.

The Traffic Regulations CHEMPARK (available for download at <https://www.chempark.de/service/oeffentliche-dokumente/>) apply to all road traffic on a CHEMPARK site.

It is the responsibility of the applicant and/or the applicant company to ensure that applications and renewals are submitted on time. Currenta shall provide the registering external company with the chargeable services described in the service description (82494317 - Services for external companies at CHEMPARK) (see Annex 2). The external company undertakes to pay the prices indicated in the price list (see Annex 1) in accordance with the specified sector (see "Details of the registering external company sector" for this).

Applying for ID cards/passes

ID cards must be requested in writing from the Security Management/Plant Security of Currenta GmbH & Co. OHG. The respective valid forms of Currenta GmbH & Co. OHG, if provided for this purpose, shall be used. All information required in the application must be filled out completely and digitally, signed and sent by email as a PDF file (in one document and with a maximum file size of 10 MB) to

werkschutz.servicecenter.lev@currenta.biz (Leverkusen) or
werkschutz.servicecenter.dor@currenta.biz (Dormagen) or
werkschutz.servicecenter.uer@currenta.biz (Uerdingen).

Each application is reviewed individually. There is no legal claim to the issue of ID cards and/or specific access and/or admission authorisations. All ID cards are the property of Currenta GmbH & Co. OHG.

Use of ID cards

Access to CHEMPARK or any of its sites is only permitted with a plant ID card. This must be worn visibly at all times. Vehicle access to CHEMPARK or any of its sites is only permitted with a plant ID card and an entry pass; the plant ID card must be worn visibly at all times and the entry pass must be displayed visibly on the vehicle (from the outside) at all times. Special authorisation passes alone are not proof of legitimacy or proof of access authorisation; they are only valid if accompanied by a plant ID card. In principle, every person working at a CHEMPARK site and every vehicle operated at a CHEMPARK site (including construction or special-purpose vehicles) requires an ID card.

ID cards may only be used for the official purposes of the work for which they were issued. ID cards shall be kept carefully and any loss or suspected loss shall be reported immediately to the CHEMPARK Security Centre (0214/2605-99399). Technical or personnel-secured access points/vehicle access points opened by means of an ID card shall only be used by the respective ID card holder. Passing on ID cards to third parties is not permitted. The use of ID cards for purposes other than those intended and approved by Currenta GmbH & Co. OHG is not permitted. All ID cards are the property of Currenta GmbH & Co. OHG.

ID card holders shall have the ID card reissued by the Security Management/Plant Security in the event of any changes to the person's appearance or changes to personal, company or vehicle details. This also applies if the legibility of the ID card is impaired. A day pass with limited validity can be issued as a temporary replacement for an ID card.

The maximum validity of ID cards is 1 year. An extension must be applied for after one year. The reissuing of ID cards and the issuing of replacement ID cards is subject to a charge.

Term and invoicing

The external company undertakes to pay the prices indicated in the price list (see Annex 1) in accordance with the specified sector (see "Details of the registering external company sector").

The application for ID cards and the granting of job-related access authorisation for CHEMPARK for registered employees are the decisive factors for invoicing. Invoicing ends after cancellation/blocking/termination of job and/or upon documented return of the CHEMPARK ID card of the employee concerned. Failure to return the CHEMPARK ID card after the end of the assignment will be treated as a loss of the card and will be charged additionally.

Currenta is entitled and reserves the right to block and confiscate CHEMPARK ID cards in the event of non-payment of the claims or for other good cause (e.g., misuse, criminal or administrative offences on factory premises etc.). The external company agrees to provide information regarding the blocking of CHEMPARK ID cards to the contracting companies in Chempark.

A fee will be charged for reissuing CHEMPARK ID cards in the event of loss/damage or change of company name, as well as for failure to return them following termination of employment, blocking or notification of loss.

In the event of a change in the company name or details of the external company, the external company undertakes to inform Currenta immediately in writing. In this case, the ID cards of the persons working for the external company at CHEMPARK shall be reissued when the company name is changed. The reissue is subject to a fee.

The external company shall ensure that the provisions set out in this agreement also apply mutatis mutandis to the external company's subcontractors. The subcontractor's employees are invoiced via the external company. It is mandatory for the external company to record presence using the digital logbook at operating sites designated for this.

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This agreement will take effect upon signature and will initially be valid until the end of the following calendar year. Thereafter, this agreement shall be automatically extended by one calendar year unless terminated in writing by one of the parties with three months' notice to the end of the contract term.

This agreement will also end if no job-related access authorisation (active CHEMPARK ID card) has been registered for an uninterrupted period of 12 months.

Currenta reserves the right to change the prices indicated in Annex 1 for the following calendar year after giving written notice of at least four months before the end of the calendar year. If the external company does not agree to the price adjustment, it is entitled to terminate the agreement with two months' notice to the end of the year, without prejudice to the above-mentioned option of ordinary termination.

Annexes 1 and 2 to this agreement as well as the current version of the Traffic Regulations CHEMPARK and the Safety and Regulatory Requirements at CHEMPARK (SOV) Part 2 (available for download at <https://www.chempark.de/service/oeffentliche-dokumente/>) are an integral part of the agreement. By signing, the external company also confirms the correctness of the information provided.

Unless otherwise agreed, all deliveries and services are governed additionally by our "General Terms and Conditions of Currenta GmbH & Co. OHG" as amended.

Insofar as the deliveries and services are provided under an existing framework agreement or another agreement between us, the supplementary provisions contained therein shall prevail over our General Terms and Conditions. We will be happy to send you a copy of our General Terms and Conditions on request, or you can download them from our website (www.currenta.de).

Data protection

Each party (Currenta and the external company) shall at all times comply with its respective obligations under the applicable data protection laws (such as the General Data Protection Regulation - GDPR).

Currenta acts as its own controller and takes appropriate technical and organisational measures that meet the requirements of Art. 32 GDPR.

Personal data may be accessed only if this is necessary for processing in accordance with the following service description. Furthermore, the persons authorised to process personal data are obliged to observe confidentiality or are subject to a statutory confidentiality obligation.

Locker rental

In the event of locker rental, the data stated on page 1 will be used for invoicing.

Invoicing takes place only if a locker is rented.

To rent a locker, please contact spinde@currenta.biz.

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To be filled by the registering external company

Registration list address

A registration list shall be sent to the following email address

Registration lists cannot be sent if an email address is not provided. Registration lists are used for verifying the active CHEMPARK ID cards and the deployment period of registered employees. (For details, see service description)

The undersigned confirms that he/she has the power of representation (power of attorney) to sign this document on behalf of the aforementioned registering external company and confirms that all the information provided is true and that all the terms and conditions of this agreement are accepted. All changes to this agreement shall be in writing. The General Terms and Conditions of Currenta GmbH & Co. OHG apply.

CHEMPARK ID cards cannot be issued without a signature. Access to CHEMPARK is permitted only with a valid, active CHEMPARK ID card.

Date*	Surname, first name*	Signature and company stamp*
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Declaration of consent for e-billing dispatch

Email address for e-billing

(Leave blank if not required. You will then receive the invoice by post.)

I/we confirm that I/we agree to invoices being sent by email.

Date	Surname, first name	Signature and company stamp*
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The undersigned confirms that he/she has the power of representation (power of attorney) to sign this document on behalf of the aforementioned registering external company.

- Annex 1: Price list
- Annex 2: Service description
- Annex 3: Specimen signature

Price list valid from 01/01/2025

Previous prices for the listed services will then no longer be valid.
The prices listed below do not include VAT.

82494317 Services for external companies in CHEMPARK (all prices without VAT)

Product	Material no.	Price	Unit
Monthly flat rate for standard personal ID card ID card flat rate and access for registered employees (per person per month)	82893815	€84.00	per month per piece
Monthly flat rate for category 1 personal ID card ID card flat rate and access for registered employees (per person per month) The category only applies to employees who can be assigned to the following sectors: cleaning companies, CEP services and shipping agents.	82893831	€42.00	per month per piece
Monthly flat rate for special pass and entry authorisation for vehicles. ID card flat rate and access for registered vehicles (per vehicle per month). Note: the maximum number of entry passes is linked to the number of registered employees. A written justification is required if more vehicles than employees are registered. Vehicles may not be parked in third-party operating areas and parking lots within the enclosed area of the CHEMPARK sites; this may result in the vehicles being towed away.	202004712	€13.00	per month per piece
Misuse of ID cards Administrative costs due to misuse of ID cards, false information, etc.	202004826	€79.50	Per piece
Loss/damage/non-recovery of ID card: Services in the event of non-return, late return or necessary reissue of CHEMPARK ID cards.	83486962	€53.00	Per piece
Replacement ID card for one day.	202004827	€20.00	Per piece
Usage flat rate for personal ID cards with daily invoicing.		€12.00	per month & piece
Personal ID card with daily invoicing. May be booked only in combination with ID card usage flat rate		€7.90	per day & piece
Quick Service surcharge Surcharge for using the Quick Service - processing of the ID card application on the same working day. Note: this service may involve additional waiting times for application/collection	202004990	€49.00	Per piece
Expenses for security management/plant security staff for blocking measures, damage assessment, guarding activities, etc.	202004991	€110.00	According to expenditure per hour
Processing of entry authorisations and approvals for using vehicles without a road traffic license in accordance with the Traffic Regulations CHEMPARK	202004992	€165.00	Per piece

For external company employees with a standard tariff (82893815), who can prove that they work at CHEMPARK for less than 10 working days per month, the category 1 tariff (82893831) can be agreed with Currenta for the duration of their assignment after applying for an ID card.

It is also possible to change the tariff during an assignment after the relevant requirements have been reviewed and met. However, the change only becomes effective from the date of the correct application.

The application shall be sent in text form to "protection-vertrieb@currenta.biz". A confirmation from the client shall be enclosed with the application.

Retroactive tariff changes are excluded.

Monthly services are invoiced per calendar month begun.

The details provided in this price list, particularly the prices, are subject to change.

For business-related queries, contact: protection-vertrieb@currenta.biz

Services for external companies at CHEMPARK

Material: 82494317

As of: 01/10/2023

1 Service contents:

Services for external companies at CHEMPARK at the Leverkusen, Dormagen and Uerdingen sites include the services of the Identification Office (see Point 1.2), which allow employees of the external company to access the enclosed area of CHEMPARK, and the services provided to the external company employees registered with Currenta

- when entering the enclosed area (core area) of CHEMPARK,
- on areas of CHEMPARK outside the enclosure,
- on areas outside CHEMPARK at the above-mentioned sites, in which Currenta is responsible for the rescue of emergency patients as specified by the authorities (see Points 1.3 to 1.8).

The services provided include:

- Security management/plant security services (see Point 1.3),
- Other services related to security management/plant security (see Point 1.4),
- Rescue service at CHEMPARK (see Point 1.5),
- Acute medical treatment (see Point 1.6),
- Occupational safety and health management for external companies under CHEMPARK aspects (see Point 1.7).
- Use of the digital logbook (see Point 1.8)

1.1 Definition of terms

1.1.1 External companies

External companies within the meaning of this contractual service description are companies that provide temporary work or service contract services on behalf of a company located at CHEMPARK and are registered and listed as such in Currenta's Identification Office. These services include, for example, construction, repair, maintenance, servicing and cleaning, consultancy and services as well as transportation and logistics services.

1.1.2 Subcontractors of the external company

A subcontractor is a company that provides some or all of the services owed by an external company to its client under the direction of the external company.

1.1.3 External company employees

External company employees within the meaning of this contractual service description are all employees of the external company, temporary workers or freelancers employed by the external company and employees of subcontractors employed by the external company who are authorised to access CHEMPARK at the Leverkusen, Dormagen and Uerdingen sites for the purpose of delivery and transport orders and the provision of services or trades.

1.1.4 Categories

Categories are understood to be employee groups within the meaning of this service description that are formed based on the affiliation of the external company to a sector or based on the activity carried out by the external company employee. These categories serve the differentiated invoicing of services for external companies at CHEMPARK.

A distinction is made between:

1.1.4.1 Category 1:

External companies that are managed as cleaning companies, courier, express and parcel services ("CEP services"), short-term suppliers (pizza cabs, catering, etc.) and shipping agents at CHEMPARK.

1.1.4.2 Standard:

Category for employees of an external company for whom no separate agreement has been made in accordance with 1.1.4.1 or who are not assigned to a category in accordance with 1.1.4.1.

1.1.5 Digital logbook

Special operating sites at CHEMPARK may be entered only after presence is electronically recorded in the so-called digital logbook. In the event of an alarm or a necessary evacuation, the presence data of the persons in these areas is available to the relief and rescue units and the operational officers, enabling them to check the presence and rescue of any persons still in the danger zone more quickly.

Services for external companies at CHEMPARK

Material: 82494317

As of: 01/10/2023

Individual services provided by Currenta include:

1.2 ID card management

- 1.2.1 Checking the incoming registration form "Data sheet for a registering external company and agreement (...)" (see Points 2.2.1 and 2.2.2) for registering the respective external company and/or the provided data of the external company employee/vehicle by application within the usual processing time (usually five working days) for completeness and entering the available data into the ID card management system. If this is inadequate or incomplete, clarification with the designated person at the respective external company.
- 1.2.2 Checking the correctness of the authorisation to request a CHEMPARK ID card to enter CHEMPARK and the assignment of special rights to the CHEMPARK ID card, e.g., entry authorisations, rights to carry the ID card, photo permits.
- 1.2.3 Checking the identity of the external company employee concerned using an identity card, passport, official replacement identity card or official replacement passport. Other photo documents (e.g., driver's license) are not accepted. Documents based on personal data cannot be accepted for the purpose of establishing identity within the meaning of the Hazardous Incident Ordinance.
Depending on the nationality, valid residence permits and valid work permits are also checked.
- 1.2.4 Reporting any suspicion of document misuse (e.g., presentation of false documents) to the client of the service and informing the responsible regulatory authority (e.g., the police).
- 1.2.5 Entering the information required to create a CHEMPARK ID card into the ID card management system.
- 1.2.6 Providing the external company employee with CHEMPARK's general safety information and obtaining written confirmation of receipt and written confirmation that the employee has read and understood the information. No CHEMPARK ID card is issued without written confirmation from the external company employee.
- 1.2.7 Managing registration lists with the help of a list of the respective subcontractor companies, the personnel with job assignment and information on the deadlines (e.g., job duration, residence permit, work permit, safety information) and sending it quarterly to the email address indicated in the registration form for "Address data of the external company". Drawing attention to possible deadline extensions in the following quarter and requesting appropriate extension applications.
- 1.2.8 Informing external companies of the deadline for blocking CHEMPARK ID cards (see Point 1.2.7).
- 1.2.9 Blocking the CHEMPARK ID cards of these employees upon expiry of the deadline.
- 1.2.10 Informing the external companies of this after blocking (monthly in the form of blocking lists).
- 1.2.11 Renewing CHEMPARK ID cards for external company employees or extending the period of use after the deadline has passed and after the issuing requirements have been re-examined and fulfilled.
- 1.2.12 Accepting reports of lost or defective CHEMPARK ID cards for external company employees with identifiable external influence. The processing and/or reissue of CHEMPARK ID cards due to loss or identifiable external influence are/is not covered by this service (see Point 6.1).
- 1.2.13 Replacing defective CHEMPARK ID cards without identifiable external influence for external company employees.
- 1.2.14 Considering change requests from external companies for the registration and cancellation of their employees in the Identification Office. Changes shall be sent in writing to the Identification Office by email
werkschutz.servicecenter.lev@currenta.biz (Leverkusen) or
werkschutz.servicecenter.dor@currenta.biz (Dormagen) or
werkschutz.servicecenter.uer@currenta.biz (Uerdingen).
 The change will take effect within three working days of the change request.
- 1.2.15 Reporting any breaches of CHEMPARK regulations or the Safety and Regulatory Requirements (SOV) to the CHEMPARK partner responsible for deploying the external company.
- 1.2.16 Accepting the CHEMPARK ID card to be returned to the Identification Office, issuing a return receipt and giving it to the person returning the card. (Alternatively, this service is currently also provided at a manned gate in CHEMPARK)
- 1.2.17 Acknowledging receipt of the registered mail if the CHEMPARK ID card is sent by registered mail. Recording and documenting the date on which the CHEMPARK ID card was returned.
- 1.2.18 Destroying the returned ID card using a suitable mechanical process to prevent its further use as a photo ID.
- 1.2.19 Blocking the ID cards of external company employees at the earliest possible opportunity in the event of irregularities; imposing a general access ban for registered external company employees, e.g., in the event of outstanding receivables, misuse of ID cards, incorrect or missing details in the ID card application forms, incorrect or missing details in the agreement on "Services for external companies at CHEMPARK", no possibility of making contact, failure to notify changes in the name of the external company.
- 1.2.20 The services are provided during the opening hours of the Identification Office specified for each CHEMPARK site.
The following exceptions apply:
 - Blocking of CHEMPARK ID cards via the Security Centres (24 hours a day)
 - Returns in accordance with Point 1.2.17 at manned gates. (In the opening hours specified for each site)

Services for external companies at CHEMPARK

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As of: 01/10/2023

- 1.2.21 Registering and managing the group of persons authorised by the external company to sign release slips for external companies/tool registration lists (max. 2 persons per site authorised by the management of the respective external company to sign release slips for external companies/tool registration lists).
- 1.2.22 Collecting and storing handwriting samples of the above group of persons and keeping them available as a test criterion for inspection at the gates.
- 1.2.23 Informing the management of external companies in writing, once and as and when relevant changes are made, of their obligations when handling the signature authorisation for release slips so that they are aware of the scope and possible consequences of their own actions in the event of misuse.

1.3 Security management/plant security services

Security management/plant security services are provided in accordance with CHEMPARK regulations. These include:

- 1.3.1 Carrying out entry checks on vehicles and persons at the gates of CHEMPARK, e.g., with regard to
 - importing prohibited objects,
 - preventing access by unauthorised persons.
- 1.3.2 Carrying out exit checks on vehicles and persons at the gates of CHEMPARK, e.g., with regard to
 - exporting objects in accordance with the rules,
 - unlawful exporting of third-party property.
- 1.3.3 Checking the enclosure of CHEMPARK.
- 1.3.4 Performing intervention services in the enclosed area, e.g., in the event of the following acute incidents:

assault, theft, physical injury, damage to property, person(s) under the influence of alcohol.

Intervention services include, among other things:

 - driving to the scene of action (in case of immediate danger also triggered by an alarm),
 - assessing and reporting the situation,
 - providing emergency assistance if necessary,
 - supporting external relief units on request,
 - determining the personal details of affected persons,
 - informing the police if necessary,
 - writing reports on the relief operation,
 - documenting the relief operation in accordance with the VdS Guideline 2172 "Intervention centres".
- 1.3.5 Inspections of permits for special-purpose vehicles in accordance with Traffic Regulations CHEMPARK Point 3.1 and issuing a commissioning permit.
- 1.3.6 The services are provided 24 hours a day, every calendar day.

1.4 Other services related to security management/plant security

Other services related to security management/plant security are provided in accordance with CHEMPARK regulations. These include:

- 1.4.1 Warning measures in the event of danger.
- 1.4.2 Traffic supervision for stationary and moving traffic on shared traffic routes.
- 1.4.3 Recording traffic accidents and damage on shared traffic routes.
- 1.4.4 Coordinated intervention in the event of unforeseen traffic restrictions.
- 1.4.5 In the event of an incident involving personal injury or damage to the environment or property, recording relevant information and, if necessary, directing representatives of the authorities to CHEMPARK.
- 1.4.6 As part of the systematic checks in accordance with CHEMPARK regulations, recording findings relating to environmental protection, fire protection, occupational safety and health and other sources of danger on shared traffic routes and taking or initiating action.
- 1.4.7 As part of the systematic checks, recording findings on violations of the SOV, such as compliance with the general principles of conduct (smoking ban; traffic regulations at CHEMPARK; secondary employment; sticking of posters; political activities; etc.) and taking or initiating action.
- 1.4.8 The services are provided 24 hours a day, every calendar day.

Services for external companies at CHEMPARK

Material: 82494317

As of: 01/10/2023

1.5 Rescue service at CHEMPARK

- 1.5.1 Emergency rescue of emergency patients (emergency patients are persons who, as a result of acute injury, illness or other circumstances, are either in mortal danger or for whom serious damage to health is to be feared if they do not receive immediate medical assistance) as well as patient transportation by the rescue service of the CHEMPARK site fire department at the CHEMPARK sites in Leverkusen, Dormagen and Krefeld-Uerdingen in accordance with legal and official requirements.
- 1.5.2 If the relevant indication requires it, calling in additional doctors with rescue service qualifications.
- 1.5.3 The services are provided 24 hours a day, every calendar day.

1.6 Acute medical treatment

- 1.6.1 Providing acute medical treatment to emergency patients with acute illnesses, product contamination and accidents at the CHEMPARK sites in Leverkusen, Dormagen and Krefeld-Uerdingen on site or in the outpatient clinic after being alerted.
- 1.6.2 If necessary, requesting a rescue helicopter (RTH) or other resources via the Security Centre.
- 1.6.3 If necessary, arranging for an emergency doctor to accompany patients for further treatment in an outpatient clinic, in a hospital or practice, who can continue to care for them during transport.
- 1.6.4 At the CHEMPARK outpatient clinics at the Dormagen, Leverkusen and Uerdingen sites, medical staff such as nurses, male nurses, paramedics, emergency response officers or emergency paramedics and doctors or emergency doctors are available during the following times:
 - 1.6.4.1 Male nurses or paramedics or emergency paramedics 24 hours a day, every calendar day,
 - 1.6.4.2 Doctors/emergency doctors during the day shift (except on weekends and public holidays in NRW)
 - in Leverkusen from 07:30 to 17:00 hours,
 - in Dormagen from 08:00 to 16:30 hours,
 - in Uerdingen from 07:30 to 16:30 hours,
 - 1.6.4.3 Medical on-call service for chemical accidents outside the day shift.
- 1.6.5 Services are provided in compliance with medical confidentiality.

1.7 Occupational safety and health management for external companies under CHEMPARK aspects

- 1.7.1 Advising on the regulations applicable at CHEMPARK, such as Safety and Regulatory Requirements (SOV) at the request of the external company, insofar as these relate to occupational safety and health issues, such as the use of the permit procedure or the occupational safety provisions for external companies.
- 1.7.2 Within the limits of available capacities, providing occupational safety specialists to assist in the analysis and evaluation of accidents at CHEMPARK involving external company employees.
 - 1.7.2.1 Discussing accidents with the operational managers of the consumer of the service provided by the external company and analysing, checking, evaluating and processing the accident.
 - 1.7.2.2 Upon request, assisting the external company in contacting the relevant authorities to process the accident in question.
 - 1.7.2.3 Developing measures to prevent further accidents from Currenta's point of view after final evaluation of the accident in question and sharing them with the external company in the form of an accident analysis.
 - 1.7.2.4 Participating in safety inspections at CHEMPARK if these relate to the workshops of external companies and if the participation of Currenta's Occupational Safety and Health department has been requested by the employer's liability insurance association of the external company or Currenta's Security Management/Plant Security.
- 1.7.3 Services are provided every working day from Monday to Friday.

Services for external companies at CHEMPARK

Material: 82494317

As of: 01/10/2023

1.8 Digital logbook

Provide the identification data of external company employees to the relief and rescue units and operational officers so that the digital logbook can be used in the event of an emergency.

2 Cooperation obligations of the customer:

2.1 General information:

- 2.1.1 Identification of the external company employee upon entering the CHEMPARK enclosure using the CHEMPARK ID card provided.
- 2.1.2 Enabling access to the company's facilities, insofar as this is necessary for providing this service.
- 2.1.3 Naming a person in charge from the external company (VF) who, as a suitable employee, performs the contractor's duties on site in accordance with the SOV.
- 2.1.4 Appointment of a maximum of two persons who are authorised to sign release slips on behalf of the external companies and whose signature is to be deposited as a handwriting sample.

2.2 Supplement to 1.2. ID card management

- 2.2.1 Timely submission of the legibly filled (in block letters) and signed registration form "Data sheet for a registering external company and agreement (...)" by email to werkschutz.servicecenter.lev@currenta.biz (Leverkusen) or werkschutz.servicecenter.dor@currenta.biz (Dormagen) or werkschutz.servicecenter.uer@currenta.biz (Uerdingen) for registration of the respective external company at the Identification Office including information on, among other things:
 - Company name of the external company,
 - Registered office of the external company,
 - Indication of the relevant sector by ticking the relevant box,
 - Email address for sending registration lists (see Point 1.2.7).
- 2.2.2 Timely submission of the legibly filled (in block letters) and signed ID card application form by email to werkschutz.servicecenter.lev@currenta.biz (Leverkusen) or werkschutz.servicecenter.dor@currenta.biz (Dormagen) or werkschutz.servicecenter.uer@currenta.biz (Uerdingen) for employees of the registering external company to be deployed for the initial or periodic registration of an external company employee at the Identification Office including information on, among other things:
 - ID card number,
 - Title, surname, first name,
 - Parent company.
- 2.2.3 Compliance with the data protection aspects of data transmission.
- 2.2.4 Immediate notification of lost ID cards to the Identification Office or to the email address werkschutz.servicecenter.lev@currenta.biz (Leverkusen) or werkschutz.servicecenter.dor@currenta.biz (Dormagen) or werkschutz.servicecenter.uer@currenta.biz (Uerdingen).
- 2.2.5 Enforcing and monitoring that
 - all employees moving within CHEMPARK enclosure have a valid CHEMPARK ID card, carry it with them and wear it openly or in a clearly visible manner,
 - all employees handle the CHEMPARK ID cards issued by Currenta with care, do not pass them on to third parties or allow them to be used by third parties, and secure them against theft
 - the CHEMPARK ID cards issued by Currenta are not misused by the employees of the external company concerned (misuse leads to the provision of services subject to a surcharge in accordance with Point 6.1)
 - the issued ID cards are not tampered with (e.g., by altering them or affixing stickers); if the card holder's external appearance has changed, the ID card must be replaced
 - the ID cards are shown to the authorised persons of Security Management/Plant Security for inspection if necessary
 - the ID cards are renewed or returned in good time before they expire (ID cards are the property of Currenta GmbH & Co. OHG)
 - all employees immediately report the loss of ID cards by calling 0214-2605-99399
- 2.2.6 In the event of changes to the company name (e.g., change of name, founding of a new company), new CHEMPARK ID cards with the current company name/logo are required and shall be applied for again in writing (see Point 2.2.1)

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- 2.2.7 New CHEMPARK ID cards are required if there are any changes in the holder's appearance or if personal, company or vehicle details on the ID card or in the ID card database change, and shall be applied for again in writing (see Point 2.2.2). This also applies if the legibility of the ID card is impaired.
- 2.2.8 Unsolicited and immediate return of CHEMPARK ID cards to the Identification Office or to a manned gate or return of the CHEMPARK ID card by registered mail with acknowledgement if the reason for the external company employee's stay at CHEMPARK no longer applies. This is the case, for example, if the active employment relationship or assignment of the employee concerned is terminated.
- If the CHEMPARK ID card is not returned to the Identification Office within eight calendar days of the respective change occurring, services subject to a surcharge will be provided in accordance with Point 6.1 and invoiced additionally. Late returns shall not be accepted.
- 2.2.9 Immediate written notification of changes to the Identification Office by sending an email to werkschutz.servicecenter.lev@currenta.biz (Leverkusen) or werkschutz.servicecenter.dor@currenta.biz (Dormagen) or werkschutz.servicecenter.uer@currenta.biz (Uerdingen), e.g., in the event of premature termination of employment or changes to the personal data of registered employees.
- If there is no written notification of a change, the obligation to pay costs, for example, remains in force. Changes only become effective from the time of notification.
- 2.2.10 Informing the registered external company employees that any misuse of the CHEMPARK ID card provided by Currenta may result in the card being blocked and/or confiscated, the person concerned being denied access to CHEMPARK and, subject to compliance with the framework conditions under labour law, being punished by the respective employer. Misuse will result in the provision of services by Currenta subject to a surcharge in accordance with Point 6.1. The facts will be recorded for each person and ID card and, if necessary, a report will be provided to the relevant authorities (e.g., the police). Misuse will also result in the blocking of the ID card and the person.
- 2.2.11 Proof of the documented return of CHEMPARK ID cards (by means of a return receipt issued by the Identification Office or by a manned gate or by acknowledgement of registered mail), provided that the corresponding invoice is claimed at the end of the mandatory service provided by the external company employee concerned.
- 2.2.12 When applying for entry passes and commissioning permits (in accordance with Point 3.1 of Traffic Regulations CHEMPARK) for vehicles and special-purpose vehicles that do not fully comply with the Road Traffic Licensing Regulations (StVZO), providing the necessary documents, records and expert opinions, proofs of insurance and other evidence. The costs for any necessary experts or appraisers as well as verification documents shall be borne separately by the vehicle owner.

2.3 Supplement to 1.2 Security management/plant security services

No further addition

2.4 Supplement to 1.4 Other services related to security management/plant security

No further addition

2.5 Supplement to 1.5 Rescue service at CHEMPARK

- 2.5.1 Informing the registered external company employees about the obligation to carry a health insurance card.

2.6 Supplement to 1.6 Acute medical treatment

No further addition

2.7 Supplement to 1.7 Occupational safety and health management for external companies under CHEMPARK aspects

- 2.7.1 Ensuring that the Currenta occupational safety specialists can contact employees of the external company for fulfilling his/her duties in relation to the external company in question.
- 2.7.2 Immediate information about accidents that are within the ambit of CHEMPARK and that involve the external company concerned, as well as sending a copy of the accident report.

2.8 Supplement to 1.8 Digital logbook

It is mandatory for the external company to record presence using the digital logbook at operating sites designated for this.

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3 Not included in the service under Point 1:

3.1 Supplement to 1.2 ID card management

- 3.1.1 Immediate issuing of an ID card on submitting an ID card application and/or data sheet on the same day. If the processing time specified in Point 1.2 is not sufficient, the Quick Service can be used to process the ID card application on the same working day for an additional charge. This service may involve additional waiting times for application/ collection of the ID card.
- 3.1.2 Reissue of CHEMPARK ID cards that have been damaged by identifiable external influences, as well as issue of new CHEMPARK ID cards in the event of changes to the company name, e.g., change of name, founding of a new company (see Point 6.1).
- 3.1.3 Sending lists for the verification of registered external company employees in a form other than by email.
- 3.1.4 Processing or issuing special authorisations, such as entry authorisations for CHEMPARK.
- 3.1.5 Issue of replacement ID cards if a valid CHEMPARK entry pass is forgotten/not presented. (The issue of replacement ID cards will result in the provision of services subject to a surcharge in accordance with Point 6.1).
- 3.1.6 Issuing of day passes for subcontractors or visitors to external companies
- 3.1.7 Activation of CHEMPARK ID cards for using personal ID cards for further authorisations in buildings or facilities at CHEMPARK

3.2 Supplement to 1.3 Security management/plant security services

- 3.2.1 Compliance with the relief time frames specified in VdS Guideline 2172 "Intervention Centres" after receipt of a danger notification.
- 3.2.2 Management of keys of external companies as well as specific locking and opening of doors or lockers available to the external company.
- 3.2.3 Provision of security services for events organised by the external company at CHEMPARK.
- 3.2.4 Provision of security services at contractor support points or operating sites of CHEMPARK partners, CHEMPARK service partners or external companies. These services shall be remunerated separately.

3.3 Supplement to 1.4 Other services related to security management/plant security

- 3.3.1 Traffic supervision and control and taking traffic management measures in the event of activities by external companies that lead to traffic disruptions.
- 3.3.2 Safety and accompanying measures for (heavy) transport and any necessary measures to change the traffic routing.
- 3.3.3 Towing costs for incorrect parking and unlawful parking of vehicles

3.4 Supplement to 1.5 Rescue service at CHEMPARK

- 3.4.1 Transportation of patients outside of emergency rescue, e.g., transportation of sick persons who do not require acute assistance or care.

3.5 Supplement to 1.6 Acute medical treatment

- 3.5.1 Treatment of non-acute illnesses.
- 3.5.2 Dispensing of medication without treatment and medication that is more than a daily dose.

3.6 Supplement to 1.7 Occupational safety and health management for external companies under CHEMPARK aspects

- 3.6.1 Assumption of employer obligations within the meaning of the Employment Protection Act and the Occupational Safety and Health Act (ASiG).
- 3.6.2 Assumption of the task as the responsible occupational safety specialists for the external company in accordance with § 6 ASiG (in compliance with §§ 8(1), 9(1) and (2), 10 and 11 ASiG).
- 3.6.3 Assumption of the task as the responsible company doctor for the external company in accordance with § 3 ASiG (in compliance with §§ 8(1), 9(1) and (2), 10 and 11 ASiG).
- 3.6.4 Advising on occupational safety and health issues that are not directly related to the applicable CHEMPARK regulations, such as acceptance of a welding machine at the external company's workshop at CHEMPARK.
- 3.6.5 Implementation of training and qualification measures, such as training to become a security guard.
- 3.6.6 Performing exposure assessments in the vicinity of the consumer of the service provided by the external company or in the vicinity of the external company's workshop, e.g., when working in contaminated areas on behalf of the consumer of the service provided by the external company or when handling hazardous substances in the company's own operating areas.
- 3.6.7 Preparing and analysing soil samples, e.g., as part of demolition projects.

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4 Invoicing variants for the contents described under Points 1 - 3:

Material no.	Designation	ME	Description
82893815	Monthly flat rate, standard Incl. ID card flat rate and access for registered employees (per person per month)	STM	According to Points 1-3
82893831	Monthly flat rate for category 1 personal ID card ID card flat rate and access for registered employees (per person per month) The category only applies to employees who can be assigned to the following sectors: cleaning companies, CEP services and shipping agents	STM	According to Points 1-3
202004828	Usage flat rate for personal ID cards with daily invoicing (per person per month)	STM	According to Points 1-3
202004829	Personal ID card with daily invoicing. May be booked only in combination with ID card usage flat rate (mat. no. 202004828)	STD	According to Points 1-3

5 Possible supplementary service variations for the contents described under Points 1 - 3:

(None)

6 Services subject to a surcharge and other expense items to be remunerated for the contents described under Points 1 - 5

Material no.	Designation	ME	Description
83486962	Services in the event of non-return or necessary reissue of CHEMPARK ID cards	ST	Given below
202004712	Special pass for external companies as entry authorisation for CHEMPARK	STM	According to Points 1-3
202004990	Quick Service surcharge Surcharge for using the Quick Service - processing of the ID card application on the same working day. Note: this service may involve additional waiting times for collection	ST	According to Points 1-3
202004992	Processing of entry authorisations and approvals for using vehicles without a road traffic license in accordance with the Traffic Regulations CHEMPARK	ST	According to Points 1-3
202004826	Misuse of ID cards Administrative costs due to misuse of ID cards, false information, etc.	ST	According to Points 1-3
202004991	Expenses for security management/plant security staff for blocking measures, damage assessment, guarding activities, etc.	H	According to Points 1-3

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6.1 Supplement to 83486962 - Services in the event of non-return, late return or loss of ID cards or necessary reissue of CHEMPARK ID cards

(CHEMPARK ID cards are reissued, e.g., if they are lost or damaged due to identifiable external influences or if the company name changes)

6.1.1 Service contents:

6.1.1.1 Checking the identity of the person to whom the CHEMPARK ID card was issued.

6.1.1.2 Identifying and blocking the current CHEMPARK ID card in Currenta's management system.

6.1.1.3 Issuing a new CHEMPARK ID card on request in accordance with Point 1.2 if a new CHEMPARK ID card has to be issued for the current assignment in question. The regulations that apply to the CHEMPARK ID card first issued shall apply to the newly issued card as well.

6.1.2 Cooperation obligations of the customer:

6.1.2.1 The external company shall ensure that the cooperation obligations listed below also apply to and are observed by the employees of the subcontractors it commissions.

6.1.2.2 Immediate return of found CHEMPARK ID cards to the Currenta Identification Office.

6.1.2.3 Further cooperation obligations of the external company in accordance with Point 2.2 when a new CHEMPARK ID card is issued.

6.1.3 Not included in the service: No further addition

Annexes

None

Specimen signature for registering external company for agreement

on the "Services for external companies in CHEMPARK with material no. 82494317" between Currenta GmbH & Co. OHG and the registering external company named below

Authorised signatories and specimen signatures for ID card applications and release slips for external companies/tool registration lists

Company name

Address

First authorised signatory:

Email*

Surname* in block letters

First name* in block capitals

Signature*

Second authorised signatory:

Email*

Surname* in block letters

First name* in block capitals

Signature*

To be filled by the registering external company

Please fill this form fully and send a signed and scanned copy to:

werkschutz.servicecenter.lev@currenta.biz | werkschutz.servicecenter.dor@currenta.biz | werkschutz.servicecenter.uer@currenta.biz

Detailed information on data protection is available at the gates or in the download section at chempark.de.