

## GLOBAL ME SAFETY TOUR EXPANDED FREQUENCY CHART

### Safety Tours / Reviews / Reports - Frequency Less than 15 workers

| ITEM   | Time              | Daily            |                  |                     |          |                     | Weekly               |                  |                  |                     |          | Monthly             |                      |                  |                  |                     | Per Visit |                     |                      |     |                  | Common Form Required |            |                      |                  |
|--|-------------------|------------------|------------------|---------------------|----------|---------------------|----------------------|------------------|------------------|---------------------|----------|---------------------|----------------------|------------------|------------------|---------------------|-----------|---------------------|----------------------|-----|------------------|----------------------|------------|----------------------|------------------|
|  |                   | PSR (If present) | Prime Contractor | Each Sub-Contractor | Each OEM | Each GM ME Engineer | CM Team (If Present) | PSR (If present) | Prime Contractor | Each Sub-Contractor | Each OEM | Each GM ME Engineer | CM Team (If Present) | PSR (If present) | Prime Contractor | Each Sub-Contractor | Each OEM  | Each GM ME Engineer | CM Team (If Present) | SET | Installation EGM |                      | Launch Mgr | Visiting GM Engineer | Corporate Leader |
| SCT (Safety Conversation Tour - required number) (Individual or in a group)  | 15 minutes / SCT  | 1                | 2                | 1                   | 1        | 1                   |                      |                  |                  |                     |          | 2                   |                      |                  |                  |                     |           |                     |                      | V   | V                | D                    | V          | V                    | Yes              |
| SOT (Safety Observation Tour) - Random with a contractor and/or GM personnel | 30 minutes / SOT  |                  |                  |                     |          |                     | 1                    | 1                | 1                | 1                   | 1        | 1                   |                      |                  |                  |                     |           |                     |                      |     |                  | W                    |            |                      | Yes              |
| Maintain the SCT and SOT Tracking Chart                                      | 1 hour / Week     |                  |                  |                     |          |                     |                      |                  |                  |                     |          | R                   |                      |                  |                  |                     |           |                     |                      |     |                  |                      | R          | Yes                  |                  |
| Host a weekly SCT/SOT Tracking Chart Review -                                | 30 minutes / Week |                  |                  |                     |          |                     |                      | R                | A                | A                   | A        | A                   |                      |                  |                  |                     |           |                     |                      |     |                  |                      |            |                      |                  |
| Host a Monthly SCT/SOT Tracking Chart Review -                               | 1 Hour / Month    |                  |                  |                     |          |                     |                      |                  |                  |                     |          |                     |                      | R                | A                | A                   | A         | A                   |                      |     |                  |                      |            |                      |                  |

### Safety Tours / Reviews / Reports - Frequency 16 to 50 workers or Less than 1 month with Greater than 50 workers

| ITEM   | Time              | Daily            |                  |                     |          |                     | Weekly               |                  |                  |                     |          | Monthly             |                      |                  |                  |                     | Per Visit |                     |                      |     |                  | Common Form Required |            |                      |                  |     |
|--|-------------------|------------------|------------------|---------------------|----------|---------------------|----------------------|------------------|------------------|---------------------|----------|---------------------|----------------------|------------------|------------------|---------------------|-----------|---------------------|----------------------|-----|------------------|----------------------|------------|----------------------|------------------|-----|
|  |                   | PSR (If present) | Prime Contractor | Each Sub-Contractor | Each OEM | Each GM ME Engineer | CM Team (If Present) | PSR (If present) | Prime Contractor | Each Sub-Contractor | Each OEM | Each GM ME Engineer | CM Team (If Present) | PSR (If present) | Prime Contractor | Each Sub-Contractor | Each OEM  | Each GM ME Engineer | CM Team (If Present) | SET | Installation EGM |                      | Launch Mgr | Visiting GM Engineer | Corporate Leader |     |
| SCT (Safety Conversation Tour - required number) (Individual or in a group)  | 15 minutes / SCT  | 3                | 3                | 1                   | 1        | 1                   | 1                    |                  |                  |                     |          |                     |                      |                  |                  |                     |           |                     |                      |     | V                | V                    | D          | V                    | V                | Yes |
| SOT (Safety Observation Tour) - Random with a contractor and/or GM personnel | 30 minutes / SOT  |                  |                  |                     |          |                     | 1                    | 1                | 1                | 1                   | 1        | 1                   |                      |                  |                  |                     |           |                     |                      |     |                  | W                    | W          |                      | Yes              |     |
| Maintain the SCT and SOT Tracking Chart                                      | 1 hour / Week     | R                |                  |                     |          |                     | R                    |                  |                  |                     | R        |                     |                      |                  |                  |                     |           |                     |                      |     |                  |                      | R          | Yes                  |                  |     |
| Host a weekly SCT/SOT Tracking Chart Review -                                | 30 minutes / Week |                  |                  |                     |          |                     | R                    | A                | A                | A                   | R        | A                   |                      |                  |                  |                     |           |                     |                      |     |                  |                      |            |                      |                  |     |
| Host a Monthly SCT/SOT Tracking Chart Review -                               | 1 Hour / Month    |                  |                  |                     |          |                     |                      |                  |                  |                     |          |                     |                      | R                | A                | A                   |           |                     |                      |     |                  |                      |            |                      |                  |     |

### Safety Tours / Reviews / Reports - Frequency Greater than 50 workers and Greater than 1 month

| ITEM   | Time              | Daily            |                  |                     |          |                     | Weekly               |                  |                  |                     |          | Monthly             |                      |                  |                  |                     | Per Visit |                     |                      |     |                  | Common Form Required |            |                      |                  |     |
|--|-------------------|------------------|------------------|---------------------|----------|---------------------|----------------------|------------------|------------------|---------------------|----------|---------------------|----------------------|------------------|------------------|---------------------|-----------|---------------------|----------------------|-----|------------------|----------------------|------------|----------------------|------------------|-----|
|  |                   | PSR (If present) | Prime Contractor | Each Sub-Contractor | Each OEM | Each GM ME Engineer | CM Team (If Present) | PSR (If present) | Prime Contractor | Each Sub-Contractor | Each OEM | Each GM ME Engineer | CM Team (If Present) | PSR (If present) | Prime Contractor | Each Sub-Contractor | Each OEM  | Each GM ME Engineer | CM Team (If Present) | SET | Installation EGM |                      | Launch Mgr | Visiting GM Engineer | Corporate Leader |     |
| SCT (Safety Conversation Tour - required number) (Individual or in a group)  | 15 minutes / SCT  | 4                | 4                | 2                   | 2        | 1                   | 2                    |                  |                  |                     |          |                     |                      |                  |                  |                     |           |                     |                      |     | V                | V                    | D          | V                    | V                | Yes |
| SOT (Safety Observation Tour) - Random with a contractor and/or GM personnel | 30 minutes / SOT  |                  |                  |                     |          |                     | 1                    | 1                | 1                | 1                   | 1        | 1                   |                      |                  |                  |                     |           |                     |                      |     |                  | W                    | W          |                      | Yes              |     |
| Maintain the SCT and SOT Tracking Chart                                      | 1 hour / Week     | R                |                  |                     |          |                     | R                    |                  |                  |                     |          |                     |                      |                  |                  |                     |           |                     |                      |     |                  |                      |            | R                    | Yes              |     |
| Host a weekly SCT/SOT Tracking Chart Review -                                | 30 minutes / Week |                  |                  |                     |          |                     | R                    | A                | A                | A                   | A        | A                   |                      |                  |                  |                     |           |                     |                      |     |                  |                      |            |                      |                  |     |
| Host a Monthly SCT/SOT Tracking Chart Review -                               | 1 Hour / Month    |                  |                  |                     |          |                     |                      |                  |                  |                     |          |                     |                      | R                | A                | A                   |           |                     |                      |     |                  |                      |            |                      |                  |     |

V = 1 Per Visit, D = 1 Daily, W = 1 Weekly  
R = Responsible for Completion, A = Required to Attend