

---

# To external suppliers which perform work at ABB Switzerland

Occupational safety and health protection are key values at ABB.

Over the past few years, we have been able to substantially reduce the frequency of accidents happening to our own employees thanks to the introduction of various measures.

Unfortunately, we have been unable to reduce the frequency of accidents of external suppliers (contractors, craftsmen, freelancers, etc.) which perform work at or for ABB to the same extent. Since external suppliers often perform their work in less known environments, they are subject to an increased accident hazard. Both contractual parties must fulfill their legal obligations in accordance with [VUV, Art.9](#).

**Implementation of the following documents is required as was previously:**

- [Procedures and Code of Conduct for Contractors](#)
- [What to do in emergency](#)
- [Risk assessment for work performed with contractors](#)

**In consideration of the accepted rules and “vital rules” of the SUVA (Swiss National Accident Insurance Fund):**

- Ten vital rules for commerce and industry, Suva order no. 88824
- Eight vital rules for maintenance, Suva order no. 88813
- 5+5 vital rules for handling electricity, Suva order no. 88814

External contractors must continue to be instructed for each assignment; in the process, the risk assessment should be discussed along with the corresponding measures before the start of work. Therefore, the contractor performing the work must now have this updated document on-site. Implementation will be checked with the Permit to Work: [Permit to work without special hazards](#)

For work involving special hazards, we still have specific 'permit to work' documents, which must be processed on-site.

The process is explained in a short video <https://contractor-safety.ch.abb.com/> and a simple test needs to be passed to receive a certificate allowing access to ABB sites for a period of one year.

The certificate is issued individually and limited to one person. After the year is up, the test needs to be renewed once again. The person must have the certificate at the latest on the day of commencement of work. Persons who do not have a certificate or have incomplete documentation may not work at ABB and must be rejected.

Thank you for your support in implementing a safe work method.

Andreas Koch  
Country Sustainability and Security Manager  
ABB Switzerland Ltd

Michael Kilger  
IM&S Procurement & Logistic Business Partner  
ABB Switzerland & Corporate Headquarters