

# OPERATION CLEAN SWEEP (OCS) SYSTEM POLICY



**WIP Sp. z o.o.**

87-700 Aleksandrów Kujawski, ul. Przemysłowa 3a

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Facilities:

- ul. Przemysłowa 3a
- ul. Wschodnia 7

External warehouse:

- ul. Przemysłowa 10
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## **1. Purpose**

The purpose of this policy is to prevent PET and HDPE pellets, dust, and plastic waste from entering the environment and to minimize the risk of microplastic emissions at all stages of the facility's operations.

## **2. Scope**

This policy applies to:

- all employees and external contractors,
- all facility areas, including production, warehousing, loading/unloading, material transport systems, and internal and external grounds around the facilities.

## **3. Commitments**

The facility commits to:

- preventing the loss of PET and HDPE pellets,
- maintaining cleanliness and order in all company macro-areas,
- meeting legal requirements and the principles of the Operation Clean Sweep program,
- continually improving the OCS system.

## **4. Key OCS Principles**

- PET and HDPE pellets and waste are transported and stored in a way that prevents spillage.
- Any spilled pellets are removed immediately using appropriate tools (e.g., industrial vacuum cleaners, brooms).
- Sweeping pellets into drains or onto external areas is prohibited.
- Grates and drains are secured to prevent pellets from leaving the site.

## **5. Responsibilities**

- The Management Board and leadership provide resources and oversight for the OCS system.
- The person responsible for OCS oversight is accountable for implementation, training, and monitoring.
- Employees and subcontractors follow OCS principles and report any non-conformities.

## **6. Training and Supervision**

- All employees are trained in OCS principles.
- Regular inspections and internal audits are conducted.
- Non-conformities are documented and corrected.

## **7. Effective Date**

This policy enters into force on the date of approval and is available to all interested parties.

Aleksandrów Kujawski, 30 December 2025

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SIGNATURE