



# QHSE MANUAL

FORCE Technology Norway AS

# Introduction

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This document constitutes the highest level of quality and HSE documentation in FORCE Technology Norway AS and associated companies. A supplementary compliance package may be attached to provide further details for specific sites or activities.

The other sections in FORCE Technology's Quality and HSE handbooks make up the detailed operating procedures on how policies are implemented. The Quality and HSE handbooks are maintained, and revision controlled within the D4 quality system.

## Governing Documents

**The quality handbook consists of the following sections:**

- > Quality Management System (this document)
- > Policies and Objectives
- > Organisation and Responsibilities
- > Personnel & Resources
- > Quality Management
- > Purchasing and Subcontracting
- > Documentation and Life Cycle Information
- > Sales and Marketing
- > Project Management

### Other sections

- > Activity manual for destructive testing (NS EN-ISO 17025)
- > Activity manual for personnel certification (NS EN-ISO 17024)
- > Activity manual for NDT Inspections
- > Other local activity manuals
- > Forms
- > Training documents



# Global Operations

FORCE Technology is a leading technology consultancy and service provider in Scandinavia. Focusing on obtaining higher levels of productivity, improving safety and increasing environmental awareness, we service many industries, including energy, oil & gas, infrastructure, maritime, the service sector, manufacturing and aquaculture. We are independent, non-profit and spend more than 26 MEUR on research yearly.

FORCE Technology has its international headquarter in Brøndby, Denmark, with branches in Norway, Sweden, China, UAE, Singapore and Australia. Globally, we represent approximately 1'000 employees, serving customers in more than 60 countries.

The annual results are from the past year, within the different areas, are find in [FORCE Technology's annual report](#).



## Global areas of expertise:

- > Acoustics & vibration
- > Aerodynamics & industrial processes
- > Applied psychology
- > Approval management
- > ASIC turn key solutions
- > Certification
- > Education & training
- > Energy, climate & environment
- > Hydrodynamics
- > Ideation & feasibility
- > Inspection & testing
- > Integrity management
- > Materials & analysis
- > Metrology
- > Perception & sensory evaluation
- > Production & process technology
- > Sensors & measurement systems
- > Simulation technology
- > Structural integrity services
- > System & management development

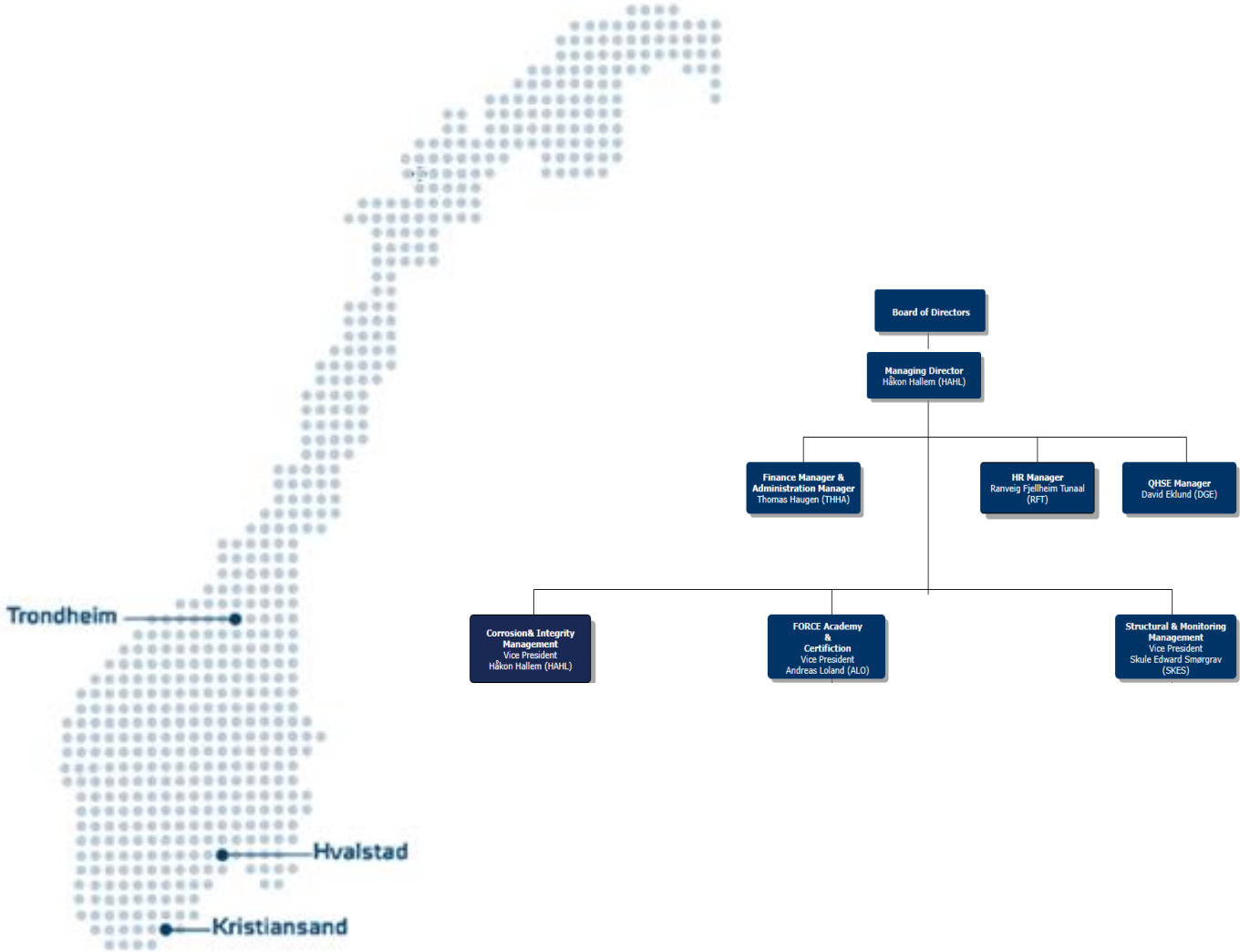
# FORCE Technology in Norway

## General

FORCE Technology Norway is a limited company with its head office in Hvalstad near Oslo, represented by FORCE Technology Norway AS and daughter company: FORCE Technology Training AS.

Our competence in Norway is built on decades of experience within innovative development in integrity management, materials & corrosion, structural monitoring, structural analysis, training, certification, and advanced inspection services. We offer our customers a unique competitive advantage through intelligent solutions that are based on close cooperation with our clients, ensuring a satisfactory delivery.

Products and services are provided by the divisions or Business Units in FORCE Technology. The Business Units represent a specific business function for the whole corporation. With highly skilled engineers and technicians, we operate in the locations shown below.



## Owner and stakeholders

FORCE Technology Norway is fully owned by the Danish (non-profit) foundation FORCE Technology. Apart from our owner, the stakeholders of FORCE Technology Norway include customers, authorities, suppliers and employees.

Stakeholders	Requirements & Expectations	Risks Threat & Opportunities	Measures & Monitoring
Authorities	Compliance with laws and regulations	<ul style="list-style-type: none"> <li>› Damage to employees, environment or property</li> <li>› Reputation</li> </ul>	<ul style="list-style-type: none"> <li>› GAP-analyses</li> <li>› Monitoring of changes</li> <li>› Risk Assessments</li> <li>› Changes &amp; renewal of risk assessments</li> <li>› Process responsibility</li> <li>› Communication plan</li> <li>› Community engagement</li> <li>› KPI</li> </ul>
Owner	Mission, vision & policy Financial QHSE	<ul style="list-style-type: none"> <li>› Financial</li> <li>› Reputation</li> <li>› Development</li> <li>› QHSE</li> </ul>	<ul style="list-style-type: none"> <li>› Management &amp; organisation</li> <li>› Strategy</li> <li>› Monthly reporting, quarterly reporting</li> <li>› KPI</li> </ul>
Customer	Compliance with contract requirements QHSE Service minded	<ul style="list-style-type: none"> <li>› Non-conformities and customer complaints</li> <li>› Management of changes</li> <li>› QHSE</li> <li>› Reputation</li> </ul>	<ul style="list-style-type: none"> <li>› Communication plan / Customer meetings</li> <li>› Customer feedback</li> <li>› Customer satisfaction survey</li> <li>› KPI</li> </ul>
Employees	A safe, inclusive and developing working environment Employment agreements	<ul style="list-style-type: none"> <li>› QHSE</li> <li>› Satisfied employees</li> <li>› Commitment, creativity and development</li> <li>› Reputation</li> </ul>	<ul style="list-style-type: none"> <li>› Workers union</li> <li>› Working environment survey</li> <li>› Evaluation meeting ("Medarbejder-samtale")</li> <li>› Communication plan</li> <li>› KPI</li> </ul>
Suppliers	Clear requirements, agreements and communication	<ul style="list-style-type: none"> <li>› Fulfilment of FORCE and customer requirements</li> <li>› Management of changes</li> <li>› Quality &amp; Efficiency</li> </ul>	<ul style="list-style-type: none"> <li>› Supplier evaluation program</li> <li>› Communication plan / Supplier meetings</li> <li>› KPI</li> </ul>
Earth	Take responsibility and contribute to the global work for a sustainable, safe and fair world for future generations. 1. Take responsibility for internal footprint, 2. contribute in reduce of customer footprint, 3. Social responsibility.	<ul style="list-style-type: none"> <li>› Internal footprint</li> <li>› Customer footprint</li> <li>› UN 17 sustainability goals</li> </ul>	<ul style="list-style-type: none"> <li>› Environmental Accounting &amp; Environmental Aspect Analysis</li> <li>› Measures</li> <li>› Internal &amp; external (customer and society) communication and training</li> <li>› Evaluation of social contributions</li> <li>› KPI</li> </ul>

## In Norway, we specialise within:

### > Corrosion & materials

- Cathodic protection (CP) design and computer modelling
- Material selection and verification
- Surface protection & coating
- Advanced CP systems for stainless and high tensile steel

### > Asset integrity management

- Risk based inspection (RBI)
- Inspection & Corrosion management (topside and subsea)
- Pipeline integrity management (PIM)

### > Inspection & testing

- Destructive testing
- Non-contact CP inspection & high-resolution field gradient measurement (FiGS®)
- Advanced inspection
- Emission measurements

### > Monitoring

- Structural monitoring systems
  - Offshore wind structures
  - Oil and gas structures
  - Oil & Gas risers and wellhead fatigue and utilization
- Flexible riser integrity systems
  - Vent gas monitoring (VGM)
  - Polymer coupon monitoring (PCM)
- Cloud data storage, dashboards and digital twins

### > Training & certification

- Non-destructive testing (NDT)
- Radiation Protection
- In-service Inspection
- Welding
- Boiler operator/technician

# System Compliance

## ISO 9001 Compliance Statement and Scope

Our quality system meets the requirements of and is certified according to the NS-EN ISO 9001:2015 standard by NEMKO, certificate number NO-900328. The certificate is valid for all FORCE Technology Norway operations and sites, including the fully owned limited companies FORCE Training AS and FORCE Technology Inspection AS.



## Personnel Certification

FORCE Technology is accredited according to the NS-EN ISO 17024 standard for Personnel Certification by Norwegian Accreditation (certificate number PERS 002). The accreditation covers the certification of personnel for the following areas:



- > NDT technicians (MT, PT, UT, RT, ET, VT and Leak testing)
- > Welders
- > Solderers
- > Boiler tenders
- > In-service inspectors
- > Radiation safety personnel

## Inspection



We are accredited per the NS-EN ISO 17020 standard by Norwegian Accreditation, covering inspection activities for approval of welding procedures.

## Other Certifications

- > Achilles Certificate of Qualification, Certificate ID: 25210
- > FPAL Certificate of Qualification, Certificate ID: 10054416
- > TransQ Certificate of Qualification, Certificate ID: 204978
- > Norwegian Radiation Protection Authority: Industrial Radiography



# Vision & Mission

## Vision

As leading technology pioneer, we strive to create a more sustainable and safe future.

## Mission

As an independent partner to companies, we employ the highest professional competencies to drive technology transformations that contribute to the long-term development of society.

## Values

- > Safety first
- > Mutual respect
- > Integrity
- > Business oriented
- > Innovative






# QA & HSE Policy

## Definition

QHSE means Quality, Health, safety, and environment. In FORCE Technology Norway environment includes both working environment and the surroundings in which our organisation operates. This includes air, water, land natural resources, flora, fauna, humans, and interrelationships.

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Level:	Document users: FORCE Technolog, FT 9001, NOAKK			Effective from: 25.08.2021	

## Quality Policy



Our Quality Policy is critical to creating a more sustainable and a safe world with technological power for change. At FORCE Technology, our Quality Policy includes:

- Developing and delivering innovative, technological solutions that create value for our customers.
- Developing and delivering all our products and services on a principle of impartiality, so that FORCE Technology is widely recognized as a trustworthy organization with high integrity.
- Having a close collaboration and ongoing dialogue with customers, partners, authorities and other stakeholders.
- Continuously developing and improving our products and services, so that we ensure the highest professional level and live up to the expectations of our customers, authorities and other stakeholders.
- Establishing and maintaining a high level of knowledge and practical skills within the organization and working to ensure that our employees constantly develop their competencies.
- Engaging all employees in ensuring that business principles and quality are integral parts of everyday life in everything we do.

Our overall quality objective is that our products and services are delivered "First time right" to meet the requirements and expectations of our customers, the authorities and other stakeholders.

Management ensures that quality management has been established and implemented, cf. ISO 9001 so that all business areas and that processes are continuously updated and improved.

Management ensures that FORCE Technology's quality policy is communicated to and understood by all employees, and that our quality procedures are implemented at all levels.

Management ensures that all employees have the necessary prerequisites to be able to comply with quality procedures and systems that are relevant to their own work and to FORCE Technology in general.

Management ensures that all employees have the opportunity to make improvement proposals in relation to processes, deliveries and systems.

The quality management system will constantly be evaluated and improved to continuously meet the external requirements of customers, authorities and other stakeholders. At the same time, our internal standards and objectives will be adapted to the latest knowledge in the field.



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## Health, Safety and Environmental Policy



Our Health, Safety and Environmental Policy is critical to creating a more sustainable and a safe world with technological power of change. At FORCE Technology, our Health, Safety and Environmental Policy includes:

- Prioritizing a good physical and mental work environment, where employees' health, safety and well-being are crucial parameters.
- Developing a strong safety culture, where we actively work to prevent and reduce the extent of injuries and illness.
- Complying with all Health, Safety and Environmental legal requirements, as well as requirements from customers, partners, authorities and other stakeholders, just as we will comply with our own internal rules.
- Minimizing the extent of external environmental impacts by ensuring sustainable solutions in everything we do - and that this is also part of our customer advice.
- Preventing pollution in relation to both humans and the environment and contributing to minimizing waste and emissions to the environment by using the smallest possible amounts of polluting products.
- Providing sustainable services and products, where environmentally friendly design, life cycle perspective and material choice are taken into account to the fullest possible extent.
- **To limit the consumption of energy and reduce the overall climate footprint.**

Management ensures that active efforts are made to eliminate dangers and thereby prevent accidents at work and work-related illnesses. Our overall goal is zero accidents.

Management ensures that the Health, Safety and Environmental Policy will be communicated to and understood by all employees, and that a safe and accident-free work culture is supported through ongoing communication about correct behavioral safety - holding themselves and each other accountable.

Management ensures that all employees have the right prerequisites to comply with all legal requirements in relation to Health, Safety and the Environment, customer requirements and other relevant requirements, and that all employees regularly receive the necessary education and training.

Management ensures that all employees contribute to reducing the risk level of our activities through hazard identification, risk assessment and risk management - and that all employees are involved in the work, including in particular the work environment representatives.

Management ensures that all employees have the opportunity to make suggestions for improvement in relation to processes, deliveries and systems.

The Health, Safety and Environmental Management System will be continuously evaluated and improved, and continue to meet external requirements of customers, authorities and other stakeholders. At the same time, we will adapt our internal standards and objectives to the latest knowledge in the field.



# Ethical guidelines

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The code of conduct of FORCE Technology sets out requirements for good business conduct and personal conduct for all employees with FORCE Technology Norway AS and members of its governing bodies. The code also applies to hired personnel, consultants and others who act on FTN's behalf. The code of ethics is intended to clarify the company's fundamental ethical values and to guide those acting on behalf of the company when making choices when the matter in question has not been subjected to prior consideration in the company.

There shall be coherence between our words and our actions. Members of management shall lead the way where ethics is concerned. Correct ethical conduct should always be of highest value.

## General principles

FTN shall operate its business with integrity. We shall respect laws, different cultures, human dignity and human rights.

This means that FORCE Technology Norway AS:

- › Shall conduct business everywhere in the world with the highest standards of honesty, integrity, and fairness
- › As a principle, will not practice any discrimination among our employees or applicants based on sex, age, race, religion, political or trade union affiliations, nationality, or disability.
- › Offer opportunities for success to all our suppliers, partners, and subcontractors in a spirit of fair competition and mutually rewarding collaboration.

## Information & IT

FORCE Technology Norway reserves the right of access to all information produced and stored within FORCE Technology Norway IT-systems by personnel security cleared for the task, where this access is not limited by law or contractual agreement.



## Confidentiality

Confidentiality shall ensure that unauthorized persons do not gain access to information that could harm our business or reputation. Confidentiality should also protect individuals' privacy and integrity. It is expected that employees follow the requirements of confidentiality applicable to the information he or she possesses.

## Corruption

FORCE Technology Norway has an absolute zero tolerance towards all forms of corruption. This also applies to the individual employee acting on behalf of FORCE Technology Norway. Employees that become aware of possible cases of corruption in the company are obligated to report it to management immediately.

## Gifts, hospitality & expenses

Employees must show great care upon receipt of gifts from clients and business associates, unless they are of negligible value. Employees can receive hospitality in the form of social gatherings, meals or entertainment if it is clearly business related. The cost of any hospitality must be kept within reasonable limits. Travel, accommodation and other expenses relating to such hospitality must always be paid by FORCE Technology Norway.

The principles above apply also from FORCE Technology Norway to our customers and business associates. If in doubt whether a gift or hospitality is within the acceptable limit, the matter shall be discussed with your immediate superior.



## Human rights and labour standards

FORCE Technology Norway complies with Norwegian laws and regulations regarding human rights and labour standards. FORCE Technology Norway suppliers must warrant that they will: not engage in child labour practices, treat and compensate all employees equally and fairly, comply with local law or agreements regarding working hours, not accept any form of harassment or discrimination, not engage or employ people against their own free will, support freedom of association for all employees and the right to be represented in collective bargaining agreements, and that they will support and respect the protection of internationally proclaimed human rights.

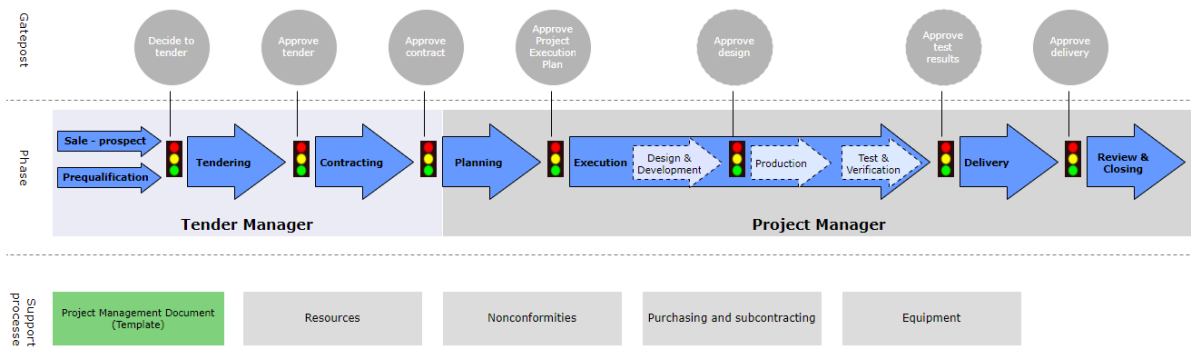
# Processes



## General

The quality of the products and work processes in FORCE Technology is safeguarded with procedures within the different subjects and business areas. The flow chart above provides an overview over these areas.

## Project process



/ Figure 1 Overview over the project process

To control risk within projects, the activity is managed throughout phases and milestones with specific targets, routines, and processes. An overview over the project process is shown above.

## Internal audits

To ensure that the operating systems within FORCE Technology maintain their effectiveness and are continually improved; a program of internal auditing is undertaken by the company.

Audits shall determine whether:

- › We are compliant with the requirements of ISO 9001, ISO 14001, ISO 45001 and other governing documents
- › The documented quality system is being effectively understood, implemented and maintained
- › The documented quality system is practical and adequate for current business activity
- › The level of training is adequate

The internal audits are defined in the yearly audit plan. All organisational units on division level shall be audited at least once a year. Additionally, we host several external audits performed by certification and accreditation bodies as well as customers.

Auditing is detailed in the FT Global Procedure.

## Non-conformities, corrective and preventive actions

FORCE Technology systematically and continually reviews non-conformities and opportunities for improvement to improve the effectiveness of its quality management system, and the customer satisfaction with its products and services.

'Root Cause, Corrective and Preventative Actions' procedures details recommended methods for using our corrective and preventative action system correctly. It explains our corrective and preventative action requirements advises on how to carry out an effective root cause analysis. We systematically try to prevent performance issues with our products and processes. A fact or data-based approach is used, including evaluation of historical trends and assessing the importance of the issue to the overall business. Non-conformities are prioritised based on their importance or criticality to the business unit or function.

## Documentation and life cycle information

For activities performed by FORCE Technology, documentation is essential. Our Life Cycle Information procedures specify how information is managed throughout the company and throughout the lifetime of customer projects. This way, we ensure:

- › Safe and correct storage of information; managing information correctly according to the origin
- › Secure management of data, ensuring that information is distributed and is available to designated personnel only
- › Distribution: Efficient and correct distribution of information
- › Availability. Ensure that information is readily available

Documentation and e-mails are handled by our document system eDOCS DM, supplied by [OpenText](#). This ensures that vital documents and e-mails are properly stored, and version controlled according to our LCI procedures.

FORCE Technology is in line with the ISO 27002:2013 standard.

## Supplier quality performance

FORCE Technology is responsible for ensuring that all suppliers (and sub-contractors) used in a contract have the necessary standards for quality and HSE. Our procedures specify the necessary routines to ensure that critical suppliers are identified and that they can deliver according to our standards regarding timely delivery, general quality, ethical standard and HSE requirements.

It is further our responsibility to ensure that any customer requirements are adhered to by our suppliers as well.

Our procedures ensure that critical suppliers are regularly reviewed and, if necessary, audited. Statuses of all critical suppliers are maintained in our supplier database system.

## Calibration data

Several technical areas require control of equipment and their calibration status. Equipment that requires regular control or calibration is registered in our equipment system. Control and calibration are performed by accredited organisations, mainly a division in the Danish part of FORCE Technology.

The equipment system maintains full history of the equipment, which is linked to our NDT system and ensures that equipment may not be used for an inspection when the control/calibration period has exceeded.

## Quality plans

Quality plans are developed for projects to ensure that all FORCE Technology, customer and regulatory requirements are identified for a specific project. Gap analyses are performed to identify mismatch between customer requirements/procedures and our own quality procedures.

Templates have been developed for various technical areas, to ease the generation of specific quality plans.

For projects that use sub-contractors, it is the responsibility of the project manager to ensure that the quality plan is also adhered to in the sub-contractor organisations.

## Training

We acknowledge that our employees are our main asset; to be able to deliver top quality work, we need to ensure that our employees have correct and sufficient competences.



Training consists of formal training as well as on-the-job training. FORCE Technology has defined a set of formal training requirements such as introductory training and project management training. Records of such training is stored for each employee in the HR database.

Regarding informal training, we use a set of competency matrixes that outline the current competency level of all

employees within relevant technical and administrative areas. During our yearly appraisal, this matrix is updated to reflect the status of the employee and indicate what areas of competency the company and employee agree upon improving.

## Continuous improvement

As stated in our official Quality Policy:

- › We focus on developing flexible and innovative solutions that suit our customer's specific needs and requirements
- › The quality of all products/services delivered by FORCE Technology must be of such a quality that FORCE Technology is widely recognised as a reliable, high integrity service organisation
- › We have close co-operation with customers and other stakeholders
- › We continuously develop and improve our services and quality system to better fulfil the markets needs



/ Figure 2  
Quality objectives

Yearly management review meetings are defined with the objective of evaluating all important quality input parameters, such as audit results, non-conformities and customer feedback. These parameters paint a picture of how effective our quality assurance measures are, thereby enabling us to make necessary adjustments thereafter to meet the company's quality objectives described in the figure below.

## Customer satisfaction

Structured customer feedback is important to analyse our strengths and weaknesses as seen from our customers and thus make plans for improvement. The following are some of the methods used to get systematic customer feedback.

- › For regular projects, customer feedback is requested during the termination phase of the project. This feedback is regularly summarised and presented corporate.
- › Customer input is regularly received from different kind of customer evaluation and follow up meetings, seminars or trade shows and sales.
- › Customer complaints is handled in accordance with our customer complaints procedure.
- › Questionnaires returned from participants in our training activity.



## Correspondence between ISO 9001 and the FORCE Technology quality system

ISO 9001 chapter	FORCE Quality Manual Reference	
	Procedure	Section
4 Context of the organization	FT QA	10.01.02
5 Leadership	-	-
5.1 Leadership and commitment	FT QA	2.1.2
5.1.2 Customer focus	FT QA	1.6, 2.2
5.2 Policy	FT QA	1.1
5.3 Organizational roles, responsibilities and authorities	FT QA FTN	2.2 12.1
6 Planning	FT Project	6.1
6.1 Actions to address risks and opportunities	FTN	80.5
6.2 Quality objectives and planning to achieve them	FTN	80.2.01
6.3 Planning of changes	FTN Project	6
7 Support	-	-
7.1 Resources	FTN FT Project	30.5 6
7.2 Competence	FTN FTN Manager Handbook	30.5 50.10
7.3 Awareness		
7.4 Communication	Sales & Marketing FT HSE FTN HSE	01.00.02 10.05 4.3.02.02
7.5 Documented information	FT QA	1.01
8 Operation	FT Project FTN	6, 7 30.3
8.1 Operational planning and control	FT Project	6
8.2 Requirements of products and services	FT QA	40.2
8.3 Design of development of products and services	FT Project	7
8.4 Control of externally provided processes, products and services	FTN	30.3.3
8.5 Products and service provision	FT Project	8
8.6 Release of products and services	FT Project	8
8.7 Control of nonconforming outputs	FT Project FT QA	2.6 6.5
9 Performance evaluation	FT Project	7.6
9.1 Monitoring, measurement, analysis and evaluation	FT QA FT Project	3.1 10
9.2 Internal audit	FT QA FTN	6.3 80.08
9.3 Management review	FT QA	6.3
10 Improvement	FT QA	6.5.1, 3.3

# Risk Assessment

## Risk assessment in general

The activity in FORCE Technology is based upon risk assessments. The risk assessments give a general overview over the risk in the organisation and the processes and are used as a tool to monitor and manage the effects of changes in the organisation.

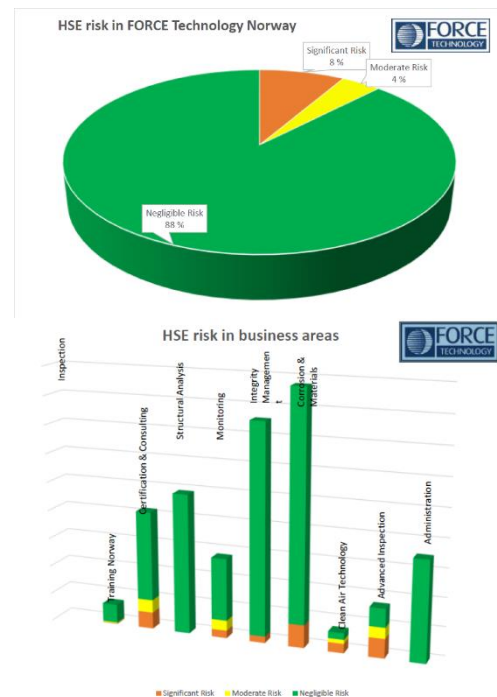
ISO 31000 is used as a basis for the process of risk assessment. During this process, we decide what analysis method to be use. Examples of methods to be used are matrix from the ROS method, 3x3 matrix, Preliminary Hazard Analysis, SWOT, SJA, FMECA and HAZID/HAZOP.

The areas within our departments and projects will receive focus and follow-up according to its risk association. The assessments are not static but are within a dynamic process that is continually changed, depending on feedback from employees, non-conformities, accidents and near accidents, and/or changes in the scope of work, in the organisation, the equipment or competence and training requirements.

## HSE and risk assessments

PHCA*	Example of Activities
Significant Risk	Work on the rig, construction site, raffineri, roadworks and similar.
	Work in risk countries outside Europe.
	Work with machines and equipment in operation.
	Use of lifting equipment, truck etc
	Use of hazardous chemicals.
	Use of chemicals and environmental toxins in a larger scale.
	Ionizing radiation
Moderate Risk	Work at height
	Entry
	Laboratory and workshop services.
Negligible Risk	Work abroad in countries outside Europe.
	Traveling by road.
	Transport of dangerous goods on a smaller scale.
	Office work.
	Delivery of components from storage / warehouse.
	Road, rail sea or air transport of non-hazardous goods.
	Work abroad in Europe.

\*Potential High Consequence Activity



/ Figure 3 General risk assessment in FORCE Technology

The figure above shows an overview of the HSE risk in the organisation. This is based on a list of risks associated with work in the various divisions and localities within the organisation

The level of the overall risk in an area/location, forms the basis for the priority and overall attention. There have been conducted new and more detailed risk assessments in areas assessed as significant or moderate. At the same time the general risk assessment is the basis for all the assessments, planning and preparations done in the planning, startup and competition of tasks.

Risk assessment is also conducted daily while working outside our localities or with unassessed assignments. This is conducted by using an app for risk assessment or by using SJA or defined checklists.

# Organisational structure

## Responsibilities

The daily running and management of the quality system has been entrusted to the Quality Manager, who is responsible for monitoring compliance with the quality system.

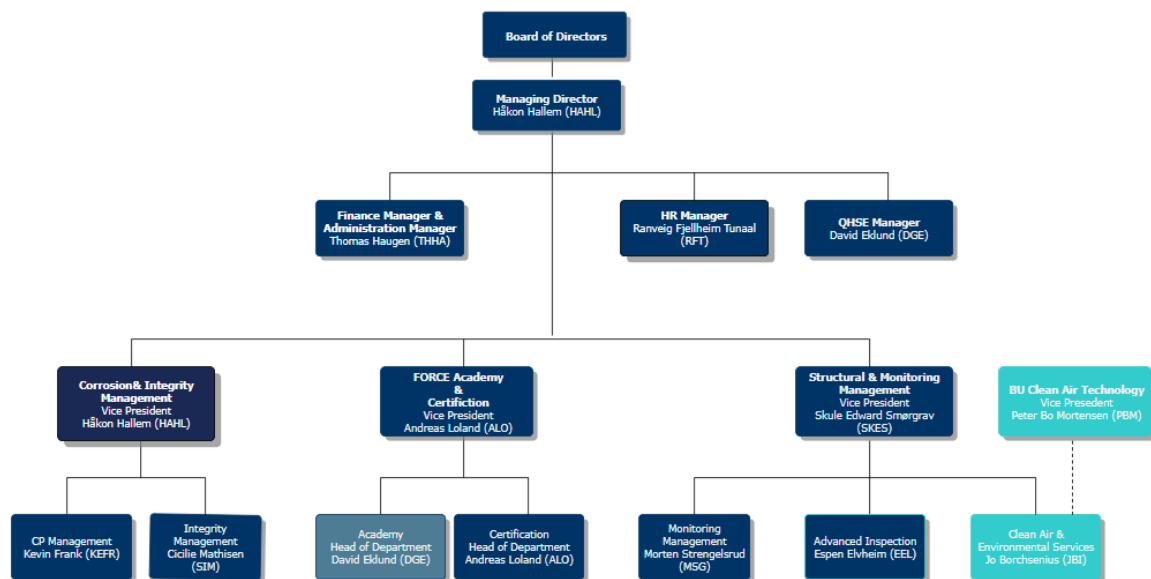
The Quality Manager reports directly to the Managing Director of FORCE Technology Norway AS.

## Management meetings/Management review

The weekly management meetings are attended by the top management of the company, which includes the Managing Director and the Division Managers, as well as the Quality Manager. QHSE is a fixed point in the agenda for these meetings. These meetings ensure management commitment to customer satisfaction, the development and implementation of the quality management system and its continual improvement.

## Divisional management

The ultimate responsibility for the identification, documentation, communication, definition of responsibilities and authorities, implementation and maintenance of FORCE Technology's quality system is with the appropriate division manager.



/ Figure 4 FTN organisational chart

One independent limited company is fully owned by FORCE Technology: FORCE Technology Training AS. It is incorporated in the FORCE organisation structure and is thus within the scope of the procedure system and the certifications in FORCE Technology.

# Health, Safety and Environment

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## ISO 14001 and ISO 45001 Compliance Statement and Scope

Our HSE system meets the requirements of and is certified according to the EN ISO 14001 (Environment) and ISO 45001 (HSE) standards by NEMKO, certificate number NO-901620 and NO-907187. Certificates are attached in attachment B and C.

The HSE system within FORCE Technology meets all relevant national HSE requirements and regulations. Our activities have a relatively small environmental impact, but our HSE systems are developed to take care of our and our customers' needs for sustainable solutions. At the same time, we want to take responsibility in society in general, both to contribute to increased awareness and action.

FORCE Technology is registered with Achilles and FPAL and is by our customers required to rate our HSE activities according to the NORSOK S-006 Standard 'HSE Evaluation of contractors'. The overall rating from the S-006 as a 'Category I – Large and/or complex' company is very satisfactory.

## National regulatory requirements

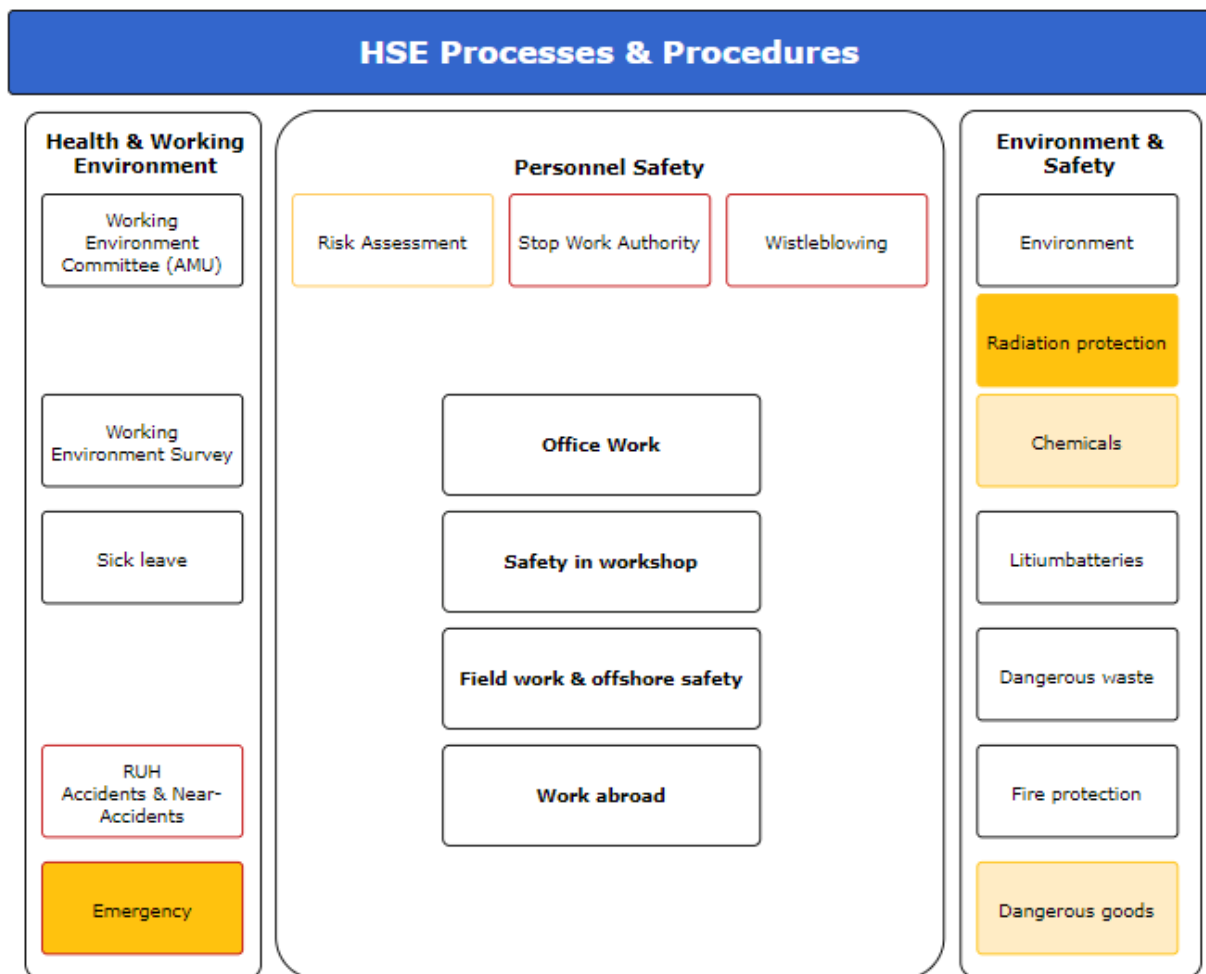
The following national laws are identified as the main regulatory documents concerning our activities. In addition to evaluation of changes during management review, gap-analyses are regularly performed, to ensure our compliance with normative documents and changes within this. Normative documents and requirements are listed below:

- > The Working Environment Act – 'Arbeidsmiljøloven'
- > The Petroleum Act – 'Petroleumsloven'
- > Act Regarding Pollution - 'Forurensingsloven'
- > The radiation protection act - 'Strålevernloven'
- > The Environmental Information Act - 'Miljøinformasjonsloven'
- > The Pollution Control Act - 'Forurensingsloven'
- > The Climate Quota Act - 'Klimakvoteloven'
- > The Biodiversity Act - 'Naturmangfoldsloven'
- > The Civil Defence Act - 'Lov om sivilforsvar'
- > Act Relating to the Prevention of Fire, Explosion and Accidents – 'Brann og eksplosjonsloven'
- > Transparency act - 'Åpenhetsloven'
- > The Product Control Act - 'Lov om produktkontroll'
- > Law Regarding Construction and Operation of Electrical Installations - 'Lov om tilsyn med elektriske anlegg og utstyr'
- > Regulations on systematic health, environment and safety work in companies – "Internkontrollforskriften"
- > Regulations for organization, management and participation – "Forskrift om organisering, ledelse og medvirkning"
- > Regulation for work performance – "Forskrift om utførelse av arbeid"
- > Regulations for transport of dangerous goods - "Forskrift om landtransport av farlig gods med veiledning"
- > Workplace regulations - "Arbeidsplassforskriften"
- > Regulations for administrative arrangements - "Forskrift for administrative ordninger"
- > The radiation protection regulations - "Strålevernforskriften"
- > Regulations for initiative values - "Forskrift for tiltaks- og grenseverdier"
- > Regulations for fire prevention measures and supervision - "Forskrift om brannforebyggende tiltak og tilsyn"
- > The Pollution Regulation - 'Forurensingsforskriften'
- > Regulation on notification of acute pollution or risk of acute pollution - 'Forskrift om varsling av akutt forurensning eller fare for akutt forurensning'
- > Regulations for waste - 'Avfallsforskriften'
- > The REACH Regulation - 'REACH-forskriften'
- > CLP Regulation - 'CLP Forskriften'
- > The Climate Quota Regulation - 'Klimakvoteforskriften'
- > The framework regulations - 'Rammeforskriften'
- > The activity regulations - 'Aktivitetsforskriften'
- > Technical and operational regulations - 'Teknisk operationell forskrift'
- > Product Control Regulation - 'Produktkontrollforskrift'

## Description of the HSE system

The HSE manual comprises of the following main sections:

- > Responsibility and Roles
- > Survey and Registrations
- > Drug Abuse
- > Personnel Safety
- > Risk Assessment
- > Safety Inspections
- > Working Environment
- > Working Environment Committee
- > Environment
- > Fire Protection
- > Radiation Protection
- > Ionising Radiation Exposure
- > Handling and Transport of Dangerous Goods
- > Handling of Chemicals
- > Handling of Waste
- > Accidents, Near Misses and Non-Conformities



/ Figure 5 FTN Health, Safety & Environment processes

## Organisational structure

### Responsibilities

The Managing Director of FORCE Technology Norway has the overall responsibility for Health, Safety and Environment in FORCE Technology Norway and its daughter company.

The Managing Director shall ensure that the HSE procedures are established and maintained, and that work within FORCE Technology Norway is planned, organised and performed in accordance with the Law 2005-06-17 no 62, "Working Environment Act" and the HSE Manual.

Managing Director has delegated the daily HSE work to the HSE Manager. The HSE Manager reports directly to the Managing Director.

### Divisional management

The Division Manager is responsible for the HSE in own division.

### Safety delegates

The Safety Delegates are elected by the employees. There should be one Safety Delegate elected from each office location. The responsibility of the Safety Delegate is described in the Norwegian Working Environment Act.

### Radiation Safety Supervisor

The Radiation Safety Supervisor is responsible for all operations involving radiation. The Radiation Safety Supervisor reports to the HSE Manager.



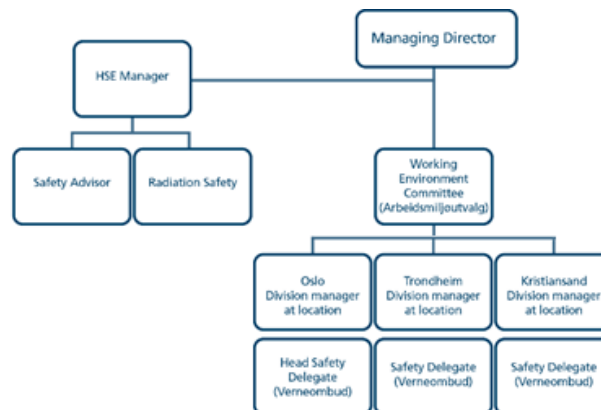
## Working Environment Committee (AMU)

Regulated by Norwegian law, companies are required to establish a Working Environment Committee (WEC). The WEC consists of members from top management and employee representatives (Safety Delegates). Meetings are held quarterly.

The responsibility of the WEC can be summarised as:

- › Handling issues related to the internal safety services
- › Planning training, instruction and information within the company related to the working environment
- › Establish and maintain the systematic HSE work in the company. Create annual plans for the HSE work
- › Review the HSE statistics on accidents, near misses and absence and create actions when necessary.
- › Review the HSE work in the company to ensure compliance with all normative requirements.

The formal management review is performed in the first WEC meeting of the year.



/ Figure 6 HSE organisational chart

## HSE processes

### Accidents and near misses

FORCE Technology has a stated goal of zero accidents. We maintain statistics regarding accidents, near misses and absence.

Accidents and near misses are recorded in our incident system to ensure proper action and follow-up. Accidents and near misses are regularly reviewed and acted upon in the WEC meetings.

The statistics for the last 4 years can be obtained upon request. These figures include total man-hours, DAFWC, RWO, FAO and absence.



## HSE audits and safety inspections

HSE audits and safety inspections are important tools in ensuring that FORCE Technology has a safe working environment and that we comply with our own HSE system as well as national regulations.

Audits and safety inspections are planned at the beginning of the year and the results of the audits and inspections are reported to and reviewed by the WEC.

## Risk assessment

As described above risk assessment of all activities across the company has been performed. These assessments are continuously updated as needed.

The results of risk assessments are reviewed, and preventive and consequence-reducing measures are planned and taken. The defined actions are followed up by the WEC.

Safe Job Analyses (SJA) are performed in projects when relevant.

The screenshot shows a web-based form titled "HSE Registration - 1. Registration of Near Accident/Accident/Non-conformity". The form includes fields for ID, Created by (with a dropdown menu), and Created date (2015-01-09). Below this is a section for "Type of registration" with radio buttons for "Near accident/observation" (selected), "Accident", "Non-conformity (internal error)", and "Non-conformity (customer related)". The "Employee, whom the registration concerns" section has fields for Initials\* (with a search dropdown), Name, Title, Company, Department, Dep. manager, Division, and Div. manager. There is also a "Job type at time of incident" dropdown menu. The "Time and place of incident" section includes Date\* and Time\* fields, and a "Place\*" section with radio buttons for "FORCE location" and "Other location". The "Description" section has a "Category" dropdown menu, a "Heading\*" field, and a "Description ('what')\*" text area.



## HSE training

HSE training is regulated by the Norwegian Working Environment Act. All senior managers and Safety Delegates attend formal HSE training. Additional training is identified for certain activities such as the use of lifting equipment and radiation equipment.

General training for all employees is performed as part of the general induction programme. During this induction programme the employee is informed about all aspects of HSE within FORCE Technology's activities. The FORCE Technology HSE mini handbook is distributed to all employees. All formal HSE training is recorded in the HR personnel system

HSE issues and information is an item on the agenda during division and department meetings. This ensures that safety is a focused area.

# Sustainability & Social responsibility

## Environmental management

Environmental aspects, ecological footprint, and handprint are all important concepts when it comes to understanding our impact on the planet. Environmental aspects refer to all the various factors that affect the environment, including climate change, pollution, waste management, and resource use.

Our ecological footprint is a way to measure our impact on the planet by calculating the amount of land, water, and other resources required to produce the products and services we use in our daily lives. This includes everything from food and clothing to transportation and housing. The larger our ecological footprint, the more we burden the planet and its ecosystems.

Our handprint refers to the positive actions we can take to reduce our impact on the planet. This can include choosing environmentally friendly products, reducing waste and energy use, as well as supporting sustainable initiatives and organizations and helping others to reduce their environmental impact.

Distribution of CO<sub>2</sub> emissions in 2023:



It is important to be aware of both our ecological footprint and handprint to ensure a sustainable future for ourselves and future generations. By taking responsibility for our actions and choosing environmentally friendly alternatives, we can reduce our negative impact on the planet and contribute to a healthier and more sustainable future.

In FORCE Technology we take responsibility for our environmental aspects and continuously work to improve our processes and reduce our environmental impacts, in accordance with our QHSE policy and goals. To keep track of our consumption, we keep environmental accounts. We also risk assess our consumption towards the environmental effects. Based on this output, the effectiveness of decided measures is evaluated annually. KPI is also used to monitor the progress and effect of measures during the processes.

The following areas are areas identified as areas to be assessed and monitored in our environmental risk assessment. All aspects with moderate and serious risks shall be followed up and monitored in accordance with our procedures for risk assessment. Based upon our risk assessment the following aspects are relevant to assess. FORCE Technology has one operation with serious environmental risks – radiography work. This activity is performed within strict limits by trained and certified radiographers. When all measures are considered, the rest risk is assessed as moderate.

All environmental aspects with moderate risk are followed up with measures. All aspects with moderate rest risks are followed up with further measures. The effect of these measures is monitored.

Environmental aspect	Risk	Rest risk
Ionization radiation (Radiography)	Serious	Moderate
Travels	Moderate	Moderate
Energy consumption	Moderate	Moderate
Area	Moderate	Moderate
Chemicals	Moderate	Acceptable
Dangerous waste	Moderate	Acceptable
Paper consumption	Acceptable	Acceptable
Water Consumption	Acceptable	Acceptable
Batteries	Acceptable	Acceptable

### Chemical substances

All chemical substances are recorded in our chemistry database. Procedures are in place covering the purchase and handling of chemical substances. The procedures shall ensure that only the necessary quantity of chemicals is purchased, that chemicals are substitution and risk assessed to safeguard both the health and environmental aspects. The chemical database provides all employees with easy access to information about chemicals used in the organisation with necessary data sheets on material safety.



## Sustainability

In accordance with our QHSE policy FORCE Technology also strive for sustainability, innovative solutions and measures to reduce the environmental impact and carbon footprint for ourselves as well as our customers. To realize this, we will, through campaigns and measures, promote and facilitate environmentally friendly transport alternatives, which reduce CO2 emissions in the local environment. We also want to increase the employee's awareness of environmental impact and how they as individuals can contribute to reducing environmental footprints in society through visible measures in the company.

## Products and services

As a company, we also want to focus upon measures that contribute to increasing creativity and innovation around green solutions in products and services for our customers. We continuously work to provide green and sustainable solutions to our customers. We already have made innovations and deliver products and services to our customers that minimise the amount of pollution, energy and waste on land, in air and water.

For instance, this products and services reduce the environmental impact for our customers:

- › FIGS – ROW reduce use of escort boat
- › Development of FIGS - AUV that eliminates the need for an escort boat
- › Clean Air - calibration of emission measuring equipment,
- › Advisory services related to emissions,
- › Digital courses, training, and examinations. This reduce both printing and paper consumption, and travels for our customers.
- › ICCP anodes to reduce environmental impact in the local community,
- › Integrity management to secure life extension instead of replacing constructions,

Status as of 31.december 2023

	2019	2020	2021	2022	2023
Total[kg] DK + N	273,563	225,954	236,462	357,295	335,796
Recycling [kg] DK + N	79,824	105,293	115,876	232,081	214,528
Recycling %	29	47	49	65	64

# Contact information

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The following may be contacted for further information:

## Quality management system:

David Eklund, Quality Manager  
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Telephone direct: +47 64 00 37 94  
Mobile phone: +47 458 30 727

## HSE system

David Eklund, HSE & Radiation Manager  
E-mail: [dge@forcetechnology.com](mailto:dge@forcetechnology.com)  
Telephone direct: +47 64 00 37 94  
Mobile phone: +47 458 30 727

## General enquires:

E-mail: [info@forcetechnology.com](mailto:info@forcetechnology.com)  
Telephone: +47 64 00 35 00

## Head office:

FORCE Technology Norway AS  
Postboks 76  
N-1378 Nesbru  
Norway

## Visiting address:

Nye Vakås vei 32  
N-1395 Hvalstad  
Norway

## Other contact information and addresses:

To be found in this [webpage](#).

## Norwegian organisation number:

985 586 632



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# Certificate

Nemko Scandinavia AS has issued an IQNET recognized certificate that the organization:

**FORCE Technology Denmark**  
**Park Allé 345, DK-2605 Brøndby, Denmark**

**FORCE Technology Norway**  
**Nye Vakås vei 32, 1395 Hvalstad, Norway**

has implemented and maintains a/an  
**Quality Management System**

for the following scope:

**inspections, conformity assessments, measurements**

- **testing, analysis and calibrations**
- **consultancy services**
- **training and education and**

**development, production and sale of components, software and products**  
within the following areas:

**Production technology, Materials and materials technology, Non destructive testing, Energy and metrology, Medico- and sensor technology, Simulation technology, Flow technology, Maritime technology, Electronics Information technology, Micro- and nanotechnology, Sound and vibration technology, Lighting technology and optics, Air and odor technology, Amusements and games, Pilot production**

which fulfils the requirements of the following standard

**ISO 9001:2015**

Issued on: **2024-06-21**  
First issued on: **2005-12-15**  
Expires on: **2026-05-11**

Registration Number: **NO-801287**



**Alex Stoichitoiu**  
President of IQNET

Manager Management System Certification



Nemko Scandinavia AS

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**QAS International** Malaysia **SQS** Switzerland **SRAC** Romania **TSE** Türkiye **YUQS** Serbia

\* The list of IQNET Members is valid at the time of issue of this certificate. Updated information is available under [www.iqnet-certification.com](http://www.iqnet-certification.com)





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# Certificate

Nemko Scandinavia AS has issued an IQNET recognized certificate that the organization:

## FORCE Technology Norway AS

Nye Vakåsvei 32, 1395 Nesbru, Norway

has implemented and maintains a/an  
**Occupational Health and Safety Management System**

for the following scope:

**Integrity management, materials & corrosion, monitoring, training, certification and inspection services**

which fulfils the requirements of the following standard

## ISO 45001:2023

Issued on: 2024-06-21  
First issued on: 2020-10-28  
Expires on: 2026-05-11

Registration Number: **NO-907187**



**Alex Stoichitoiu**  
President of IQNET

Manager Management System Certification  
Nemko Scandinavia AS



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# Certificate

Nemko Scandinavia AS has issued an IQNET recognized certificate that the organization:

**FORCE Technology Norway AS**  
Nye Vaksvei 32, 1395 Nesbru, Norway

has implemented and maintains a/an  
**Environmental Management System**

for the following scope:

**Integrity management, materials & corrosion, monitoring, training, certification and inspection services**

which fulfils the requirements of the following standard

**ISO 14001:2015**

Issued on: **2024-06-21**  
First issued on: **2020-10-28**  
Expires on: **2026-05-11**

Registration Number: **NO-901620**



**Alex Stoichitoiu**  
President of IQNET

**Helena Vogl**  
Manager Management System Certification  
Nemko Scandinavia AS



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Colombia **ICS** Bosnia and Herzegovina **INTECO** Costa Rica **IRAM** Argentina **JQA** Japan **KFQ** Korea **LSQA** Uruguay **MIRTEC** Greece  
**MSZT** Hungary **Nemko AS** Norway **NSAI** Ireland **NYCE** Mexico **PCBC** Poland **Quality Austria** Austria **SII** Israel **SIQ** Slovenia **SIRIM**  
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