

Stop Work Authority Process for Suppliers

Process Description



1 Introduction

This document describes the Ericsson Stop Work Authority process that applies for a supplier when it provides work for an Ericsson Group company (hereafter referred to as “Ericsson”).

Ericsson strongly encourages suppliers’ employees and other personnel engaged by suppliers (below “**Supplier Personnel**”) to stop work or otherwise intervene in a work situation when they in good faith believe that they or others are in immediate danger of suffering a fatality, injury, or illness (below the “**Stop Work Authority**”). The Supplier Personnel are strongly encouraged to act proactively with the intention of preventing a fatality, injury, or ill-health in such situations by exercising the Stop Work Authority.

Although a series of example criteria is provided, the decision to exercise the Stop Work Authority is to be based on personal good faith, judgement, belief, and experience of the Supplier Personnel.

Stop Work Authority cases shall be promptly reported in Ericsson Global Incident Reporting Tool as “Concern” to enable root cause analysis and preventive actions.

The document is underpinned by Ericsson Group Health, Safety and Well-being Policy, and Ericsson Code of Conduct for Business Partners.

For clarity, the provisions in this document are supplementary to laws and regulations that are mandatory for securing a safe working environment. Such laws and regulations will always prevail over what is stated in this document to the extent such laws and regulations have stricter rules for securing a safe working environment.

2 Stop Work Authority Process



STEP 1 – Stop work:

The Supplier Personnel stops work or intervenes in work when they in good faith believe they or other person(s) are in immediate and serious danger to life or health.

STEP 2 – Speak up:

The Supplier Personnel notifies Person in Charge of Work (PICW)/Team Lead and takes part in discussions and defining actions to mitigate the issue.

If the issue cannot be solved promptly on site within the team or the supplier, it should be raised to Ericsson Contact.



STEP 3 – Secure safety:

The risk associated with the Stop Work Authority case shall be addressed and resolved by those contacted as per Step 2. If they cannot resolve the issue, they shall escalate to their management.

STEP 4 – Start work:

After the resolution of the issue, the Supplier Personnel shall start work in accordance with applicable safety standards and rules.

3 Roles and responsibilities

3.1 Supplier companies

The Supplier companies shall:

- Promote a culture where Stop Work Authority is freely exercised.
- Ensure Stop Work Authority process is clearly communicated with all Supplier Personnel before they start to work, including the prevention of misuse.
- Acknowledge and appreciate the Supplier Personnel who initiate Stop Work Authority.
- Ensure all Stop Work Authority cases are reported in the Ericsson Global Incident Reporting Tool.
- Have a person appointed as Person in Charge of Work (PICW) / Team Lead.

3.2 Person in Charge of Work (PICW) / Team Lead

The PICW / Team Lead shall:

- Be the first line to handle a Stop Work Authority case.
- Organize a discussion for reviewing the situation, assessing risks, and driving towards an agreement on the mitigating actions.
- Raise the case to Ericsson Contact in a timely manner if it cannot be solved promptly on-site.
- Escalate to the nearest manager if the case is not promptly solved on-site.
- Recognize and appreciate the persons who initiate Stop Work Authority.
- Attend training to be both competent and risk-aware.
- Report Stop Work Authority cases in Ericsson Global Incident Reporting Tool.



- Cooperate on investigations and provide Ericsson with sufficient information for investigation and prevention.

3.3 The Supplier Personnel

The Supplier Personnel are strongly encouraged to:

- Initiate Stop Work Authority promptly when needed.
- Support Stop Work Authority when initiated by others.
- Take part in situation review and discussion of actions.
- Demonstrate cooperation in implementing agreed actions.
- Attend relevant training to be both competent and risk-aware.
- Raise concerns to the Ericsson Contact.

3.4 Disciplinary action or other retaliation

Disciplinary actions or other retaliation (including liability or damage claims) must not be taken by Supplier against Supplier Personnel who in good faith have exercised the Stop Work Authority.

4 Stop Work Authority Examples

Examples of situations and conditions when the Stop Work Authority can be exercised are given below (not an exhaustive list):

Unsafe conditions related to:

- Telecommunication structures
- Rope-rigging & mechanical lifting of materials/equipment
- Construction and civil works
- Confined space entry
- Site accesses and environment, e.g., paths, alleyways, heavy vegetation that do not allow for the safe transport of equipment
- Vehicles, including two-wheelers

Unsafe behavior such as the following:

- Not complying with [Ericsson Lifesaving Rules](#)
- Working or driving without adequate rest before the activity to be performed
- Working alone for activities involving live power installations, work at height and in confined spaces
- Omitting safety instructions or processes due to time pressure



Lifesaving rules



Driving

Do not exceed speed limits, and never use handheld phones or devices while driving



Traveling

Always wear a seat belt when driving or when you are a passenger of a vehicle



Helmets

Always wear a helmet when riding motorcycles or bicycles



Alcohol and drugs

Never work or drive under the influence of alcohol or drugs, including prescribed drugs that may impair performance



Personal protective equipment (PPE)

Always use the correct PPE for your work environment



Drop zones

Do not enter a drop zone unless you are authorised and wearing the correct PPE



Working at heights

Always use a fall-arrest system and pay attention to environmental conditions



Electricity

Always verify energy isolation before work. When working in the proximity of power, always maintain a safe distance



Stay safe. Be well.

Ericsson Care