

## HSE Legal and Other Requirements

### 1. APPLICABILITY

- 1.1 This standard applies to all Honeywell organizations and majority owned subsidiaries worldwide.

### 2. PURPOSE

- 2.1 The purpose of HSE legal and other requirements is to regulate the activities, products and services of organizations to ensure workers are protected from injury and illness, products do not harm the public, and there is minimal impact to the environment. In order to run a business successfully leadership must be aware of the following critical areas:
  - 2.1.1 Existing legal and regulatory requirements
  - 2.1.2 New and pending legislation
  - 2.1.3 Non-regulatory requirements imposed on or committed to by the organization
  - 2.1.4 Current compliance status and risk to compliance
  - 2.1.5 This standard will help ensure that appropriate Honeywell leadership is aware and in a position to proactively manage these critical success factors.

### 3. DEFINITIONS

- 3.1 Definitions for underlined text are found at the end of this document.

### 4. REQUIREMENTS

- 4.1 The organization shall establish and implement a document and records management process for the management of HSE documents and HSE records. As a minimum the process shall include the following elements:
  - 4.1.1 A description of the organization's scope developed through the organization's Aspects and Impacts assessment (see Aspects and Impacts (HSEMS 202)).
  - 4.1.2 A method to identify the HSE legal and other requirements that are applicable to the organization's scope
  - 4.1.3 A method to track new and updated requirements applicable to the organization's scope
  - 4.1.4 A method to assess the potential consequences of HSE legal and other requirements on the organization's aspects and to ensure potentially significant consequences are included in the organization's objectives and targets planning process (see Objectives and Targets (HSEMS 204)).

- 4.1.5 A method to document and communicate HSE legal and other requirements throughout the organization and to other stakeholders including communication of revisions and amendments that may affect HSE compliance status
- 4.1.6 The procedure shall include defined responsibilities for the following:
  - 4.1.6.1 Identifying, assessing impacts and tracking legal and other requirements
  - 4.1.6.2 Participation on regional cross-business networks (see section 4.3.2)
  - 4.1.6.3 Modification of the procedure
  - 4.1.6.4 Review and update of the procedure
  - 4.1.6.5 Procedure approval
- 4.2 The results must be updated following any regulatory or operational change that has the potential to introduce new requirements to the organization or upon discovery of information indicating gaps in the assessment.
- 4.3 The results must be annually reviewed and validated.
- 4.4 Corporate Requirements
  - 4.4.1 The Honeywell Corporate Government Relations Department and Corporate HSER shall be responsible for developing and implementing a program to track and communicate to the businesses relevant emerging HSE legislation and regulatory issues that may affect multiple businesses or Honeywell globally.
  - 4.4.2 Honeywell Corporate HSER will develop and maintain regional cross-business networks to assist in the identification of issues affecting businesses, tracking, interpretation and communication of applicable requirements and when necessary coordination of legislative comment and participation.
- 4.5 Implementation
  - 4.5.1 A documented HSE legal and other requirements identification and assessment process shall be conducted by each applicable organization.
  - 4.5.2 Qualified and competent personnel that understand the organization's operations and have suitable and sufficient knowledge of HSE legal and/or other requirements shall facilitate implementation of the procedure.
- 4.6 Records
  - 4.6.1 The results of the HSE legal and other identification and assessment shall be documented. As a minimum, the documentation shall include:
    - 4.6.1.1 The scope of the organization's operations used to identify the HSE legal and other requirements
    - 4.6.1.2 The date of the assessment
    - 4.6.1.3 Record(s) of the identified HSE legal and other requirements and any resulting assessment(s), including a listing of applicable requirements

and potential impacts but not the full text of the law, regulation or other requirement

**5. RELATED DOCUMENTS**

5.1 None defined now.

**3. DEFINITIONS**

<p><b>Legal Requirements</b></p>	<p>Requirements resulting from laws, regulations, judicial orders, administrative orders, consent decrees, municipal ordinances, etc. Identifying "legal" requirements means making sure the organization knows which governing bodies (national, local) have authority as related to their activities and the full extent of what requirements apply</p>
<p><b>Organization</b></p>	<p>The entity for which the HSE management system applies. For purposes of complying with this HSEMS, Honeywell organizations may be defined at the most appropriate level such as Corporate, SBG (strategic business group), SBU (strategic business unit), SBE (strategic business enterprise) facility, service group, etc.</p>
<p><b>Other Requirements</b></p>	<p>Includes both Corporate requirements and any other requirements to which the organization has committed to or voluntarily subscribed, e.g., Responsible Care, ISO 14001, OHSAS, VPP. Historic mandated or voluntary commitments must be included unless the organization has made appropriate documented notification that they are no longer committing</p>
<p><b>Procedure</b></p>	<p>A formal and documented combination of methods, steps and actions established by an organization to achieve specific results, behavior or activity</p>
<p><b>Stakeholders</b></p>	<p>Person or persons significantly impacted or potentially impacted by the organization's operations. These may include employees, stockholders, customers, neighbors, emergency responders, other industries, competitors, commercial partners, the public at large, non-governmental organizations (NGO's), government authorities and regulators, and anyone else with a significant personal interest in the organization's operations</p>