

## FIRE DIRECTIVE

Total Kenya recognizes the inherent risks and consequences of fire implied by the nature of its operations.

Therefore, Total Kenya is committed to the highest standards of fire safety management in its operations and to the prevention of fire incidents in order

- to **safeguard** our staff, our customers, our partners and all other stakeholders,
- to **prevent** damage to property, and
- to **comply** with legal regulations and the Group's requirements.

The management will ensure the achievement of this high standard of operations by pursuing the following actions:

- **Continuous identification of fire hazards** and analysis of risk of fire at all installations including transportation;
- Carrying out **fire audits** at all depots, service stations and offices annually.
- Documentation and implementation of **control measures** to be taken to mitigate risks of fire;
- Establishment and maintenance of **emergency response company rules** at each site to mitigate consequences of any outbreak of fire including installation of fire detection and firefighting equipment;
- **Regular inspection and testing** of controls and precautions taken for fire safety to ensure that they are working as designed;
- Conducting **training** for staff members on use of fire fighting appliances ;
- Conducting comprehensive **training** for members of the fire fighting teams at the depots upon appointment and refresher course at least once in every two years.
- Conducting monthly **fire drills** at each depots and at least one evacuation drill per year at Head office and service stations to test the adequacy and effectiveness of arrangements put in place to combat various emergency fire scenarios; It is our collective and individual duty to comply with this directive in all our actions and decisions. This commitment is made here on behalf of Total Kenya and its entire staff.