



Contractor-Delegation-Card*

(PFD-Card)

Status: October 2019



At all German Boehringer Ingelheim locations hazardous activities may only be carried out with a permit procedure.

The contractor defines one of his employees as responsible for the implementation of all tasks in the field of environment, health and safety issues.

The defined person is additionally equipped with the PFD-card (*attachment).

Requirements for the cardholder:

- be able to speak and write the language German
- be suitable for the tasks
- authorized to issue instructions to the employees of his own company
- compliance with the legal duty to maintain safety
- be available at the location during activity execution
- Carry out training for employees for his own company and his subcontractors in hazards and measures (e.g. level B, level C, permit certificate).

In order to make the process more secure and transparent, the person responsible must always carry this card with him or her and show it to the BI representative at his or her request.

The PFD-card is valid for one year from the date of issue.

Boehringer Ingelheim is entitled to stop the work if the employee with the PFD-card is not available.

The contractor fills the PFD-Card with the following details:

- surname, first name of the cardholder
- badge number

Contractor details:

- company's name
- telephone number
- issue date
- surname, first name of the company owner or his deputy
- signature
- company stamp



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Attachment: Contractor-Delegation-Card (PFD-Card)
The form is available on the Internet.

PFD-Card	Contractor				
Name <input style="width: 100%; height: 20px;" type="text"/>	Company <input style="width: 100%; height: 20px;" type="text"/>				
BI ID card number <input style="width: 100%; height: 20px;" type="text"/>	Name <input style="width: 100%; height: 20px;" type="text"/>				
The holder of this card is entitled, in connection with the company ID of Boehringer Ingelheim, to countersign and implement the health and safety concerns.	Phone <input style="width: 100%; height: 20px;" type="text"/>				
<small>61010101</small>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 2px;">Date <input style="width: 95%; height: 20px;" type="text"/></td> <td style="padding: 2px;">Company stamp</td> </tr> <tr> <td style="padding: 2px;">Signature <input style="width: 95%; height: 20px;" type="text"/></td> <td style="padding: 2px;"></td> </tr> </table>	Date <input style="width: 95%; height: 20px;" type="text"/>	Company stamp	Signature <input style="width: 95%; height: 20px;" type="text"/>	
Date <input style="width: 95%; height: 20px;" type="text"/>	Company stamp				
Signature <input style="width: 95%; height: 20px;" type="text"/>					
This PFD card is only valid in conjunction with the company ID and its validity. Validity period from the date of issue a maximum of one year.					