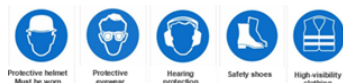


WHEN WORKING AT OUR FACILITY, WE EXPECT ...

- you to participate in coordinating your work with your contact at the Gävle Bruk mill and with other contractors
- you to always register/report risk observations, incidents and accidents. To be reported to your own supervisor and your contact at the mill, or to the OHSO – the site's Safety representative
- you to work according to the rules and requirements set out by Gävle Bruk
- everyone at the site to treat one another with mutual consideration and respect
- gas canisters to be stored at designated locations, outdoors in canister racks or on canister trolleys
- lockout-tagout and work permits to always be observed, instructions provided on Work Order, see AK3
- you to inform your contact at the mill if your work entails specific risks
- you to complete your own risk assessment form, and to submit this to your contact at the mill before commencing work. Use any risk assessment form pad.



PERSONAL PROTECTIVE EQUIPMENT

High-visibility clothing at least category 2 and safety goggles/visor is mandatory outdoors at the recommended walking and cycling routes within the industrial site (see map). When performing work or staying in other locations, other protective equipment applies as described below. Wearing a protective helmet (buttoned chinstrap in multi-point attachment), safety shoes (class S3), safety goggles and hearing protection (no music or other sound allowed inside the hearing protection), as well as fully covering clothing (category 2 high-visibility) is a general requirement in our process facilities. Certain local deviations may occur. A breathing mask must be worn, as well as ClO₂ protection in the chlorine dioxide department, Fibre Line 3/Bleaching Unit 5. Where risk is heightened, a gas mask/full-face mask is to be worn. During work with risk of flying particles and to open/remove equipment in which chemicals are used when in operation, fully-covering protective goggles are to be used.

EXTERNAL ENVIRONMENT – EMISSIONS – HAZARDOUS WASTE

The mill's systems for waste management (including for hazardous waste) and cleaning are to be applied, and everyone is required to clean up after they have been working and to sort the waste. In the event of larger-scale emissions or spillages, the emergency services coordinator is to be alerted.

ALARMS:

- **Gas alarm:** red/white flashing light combined with audio signal. Vacate the area
- **Fire alarm and evacuation alarm:** "immediate danger" = evacuate immediately! Red flashing light combined with audio signal. Move to the assembly point!
- **PSM – Public Safety Message –** Seek out nearest assembly room. The signal sounds for 7 seconds – is silent for 14 seconds – and sounds for 7 seconds. The signal means: Public Safety Message – listen to the radio! Is tested at 3:00 pm on the first Monday in March, June, September and December (unless this is a public holiday).

Alarms, warning signals and cordons are to be respected!

In case of evacuation, move to the nearest assembly point!

In case of fire or accident: Rescue – Warn – Alarm – Extinguish

CONTACTS AND TELEPHONE NUMBERS:

Gate Security – alarm number.....	+46(0)26-15 15 15
Gate Security	+46(0)26-15 15 69 or +46(0)26-15 15 19
Switchboard.....	+46(0)26-15 10 00
OHSO – OHSO – the site's Safety representative	+46(0)70-795 26 37
Emergency Services Coordinator.....	+46(0)70-795 15 29
Occupational Health and Safety Engineer.....	+46(0)70-795 16 83 or +46(0)70-795 18 67
Transport Planner.....	+46(0)26-15 16 06




BILLERUD

SAFETY INFORMATION – GÄVLE BRUK

Safety First! This means we focus particularly rigorous on the working environment and safety. As a contractor or visitor, this means you must also pay a little extra attention before starting work or commencing your visit.

Your **contact** at the mill will provide you with additional information regarding each item. **Do not hesitate to ask!**

Entering through Gate Security

- Gate Security shall always be notified in advance of visits and contractor access by the mill's contact. Guided tours must be approved by Mill Management.
- Contractors must have valid SSG. SSG Entrance-basic and Gävle mill local safety trainings.
- Vehicle passes can be assigned if needed and must be pre-registered by hosts. Vehicles may be parked only in designated parking spaces. Motor vehicle drivers: use of mobile phones, communication radios, multimedia equipment or the like, may not be used if handheld, while driving. Random alcohol tests are performed.
- Our entrances and exits at Gate Security are equipped with card readers that accept valid SSG and visitor cards.
- As a visitor, you may not move around the site freely without your host.



YOU SHOULD BE AWARE THAT ...

- Alcohol and drugs - being under the influence during working hours is not permitted.
- Photography is not permitted within the mill site Permission may be issued by a Head of Department.
- Smoking is prohibited except in designated areas - this prohibition also applies outdoors.
- A maximum speed limit of 30km/h applies throughout the mill site.
- Parts of the industrial site are subject to camera surveillance.
- Gate Security is authorized to inspect vehicles, perform speed monitoring, carry out alcohol testing and monitor the industrial site.
- Visitors and hosts are required to wear high-visibility waistcoats, safety goggles/visor and helmets.
- Age limit: Visitors and participants in guided tours must be at least 13 years of age.
- Pets may not be brought onto the site.



Ambulance & Fire Brigade
Always to be alerted via Gate Security, phone:

+46 (0)26-15 15 15



