BOLIDEN

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ANNUAL MAINTENANCE SITE SAFETY PLAN

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1 General Information

This safety plan complies with VNa 205/2009 and also serves as the site utilization plan. This document builds upon and supplements the Safety Document created for the Annual Maintenance Project. The plan focuses on the most important occupational safety issues to ensure that work can be carried out as safely as possible, minimizing uncontrolled risks. The safety instructions describe how site safety is organized in practice and how risks are managed during the project.

Different tasks and work phases must be coordinated so that they do not pose a danger or cause unnecessary inconvenience to any party involved. The responsibility for coordinating the work lies with the designated person in charge of the site.

In addition to this plan, all other workplace safety guidelines, regulations, and Finnish labor laws and safety requirements must also be followed.

2 Construction Site Information

The 2026 Annual Maintenance is a construction project commissioned, developed, and managed by Boliden Harjavalta (referred to as Boha). Maintenance work will take place at multiple locations within Harjavalta Industrial
Park, each with its own unique characteristics. The official address for all work sites is Teollisuuskatu 1, 29200 Harjavalta. The estimated duration of the project is 11 to 15 days.

The Industrial Park is home to several companies, and Boha's production facilities are spread throughout the area. Dozens of different businesses operate here daily. It's also important to consider the surrounding residential areas, road and rail traffic, pedestrian and bike paths, and other factors not directly related to the annual maintenance work. The boundaries of the work site are shown on a separate map, available on the STP Intra Boliden annual maintenance webpage.

3 Safety Objectives

Safety is the cornerstone of everything we do. It's not just about following the rules—it's about caring for each other. We look out for one another, our team, and ensure that everyone returns home healthy at the end of the day. Our approach to leadership and employee engagement is grounded in our core values: care, courage, and responsibility. These are essential to our ongoing improvement and the strong safety culture we strive to build at Boliden Harjavalta.

1. Keep a positive attitude, don't rush
2. Knowing your job, recognize the risks
3. Move safely

It aims to make sure every one of us has a safe workday, so we can all go home healthy each day.

4 Work Safety Plan

All work must include hazard identification and risk assessment according to Occupational Safety Act 738/2002.

Risk assessment must include identification of personal hazards, evaluation of risk magnitude and severity, and assessment of residual risk after corrective actions. Measures for eliminating or managing risks must be described in detail to ensure residual risks remain at an acceptable level.

Depending on the scope of work, it will be determined case by case whether the maintenance system (Maximo) risk assessment procedure is sufficient, or if a more comprehensive assessment (MIA system) and post-action residual risk evaluation are required.

4.1 Electronic Zeroni System

Suppliers must use the Zeroni system's Occupational Safety Plan (TTS) tool for job risk assessments. This assessment should also cover all work and phases performed by subcontractors. Alternatively, a risk assessment created using the supplier's own template can be attached, if it includes the same required information. All risk assessments and safety plans must be uploaded to the electronic Zeroni system well in advance of starting work.
Both the Bohan representative/contact and the safety coordinator must review and approve these documents. Proper risk assessments and safety plans are mandatory requirements for obtaining a work permit.

4.2 High-Risk Tasks

Suppliers must also prepare a separate safety plan if the work involves specific hazards (high-risk tasks) that could impact on the safety or health of workers. These plans should be included with the risk assessment prepared using the TTS tool.

The safety plan and risk assessment must cover all tasks that present dangers to worker safety or health, including but not limited to:

- Tasks where workers may be at risk of being buried by a collapse, falling into the ground, or falling from heights due to the nature of the work, the methods used, or the conditions of the site or workplace.
- Tasks where workers are exposed to chemical or biological substances that pose special risks to health and safety, or where periodic health monitoring is required (such as work involving asbestos).
- Tasks involving ionizing radiation that require specifically marked or controlled areas.
- Work is performed near high-voltage power lines or cables.
- Tasks carried out in confined, enclosed, or conductive spaces.
- Work governed by the Pressure Equipment Directive
- Tasks involving the use of explosives.
- Jobs that include assembling or dismantling heavy refabricated components.
- Demolition involves structures, structural parts, or materials.

- Work conducted in railway areas. For more information, see Suurteollisuuspuisto's guidelines: Rail Work Instructions.
- If it's expected that dust generated during construction or installation may contain substances harmful to health, the contractor must prepare a separate dust control plan.
- Jobs that involve complex lifting or hauling operations.

5 Site Organization

5.1 Access, Emergency Routes, and Vehicle Traffic

Everyone working at the site must pay close attention to temporary traffic arrangements caused by construction or installation, ensuring that normal operations in other buildings on the plant grounds are not disrupted. Entry to the site is only allowed via routes marked on the site map. Information regarding traffic, walking paths, restricted areas, and other special activities during annual maintenance can be found on the Suurteollisuuspuisto Intranet maintenance site. Roads used by excavators, trucks, cranes, and similar equipment on site must be kept open and clean. An emergency access route must be established within the site and always kept clear.

Any changes to access routes and their impact on local emergency routes must be reviewed, especially if fencing or other measures could affect vehicle movement during an emergency. The industrial fire brigade's duty personnel must be informed of any deviations from standard emergency routes.

To make the most of our limited parking spaces, long-term vehicle parking should be kept to a minimum. Driving permits for annual maintenance are intended for short visits and must be based on the need to transport tools or materials onto the plant grounds. Since traffic for work sites differs from regular area traffic, warning lights should be used as needed for safety.

Each supplier is responsible for ensuring that stairs, walkways, bridges, and floors are kept free of risks such as falling, slipping, or tripping. Avoid unnecessary movement within the worksite whenever possible. The site is secured with flags, safety barriers, or similar methods to prevent people from accidentally entering hazardous areas, like unprotected openings or lifting zones. A sign must be placed on the barricade clearly stating the name, company, and phone number of the person in charge of the restricted area. In addition to the barrier, proper supervision of the area is required. Once the restriction is no longer needed, it should be removed immediately.

5.2 Storage and Waste Management

Unnecessary storage at work sites should be avoided. All waste must be removed from the site and disposed of according to Boha's waste management and sorting guidelines. Boliden Harjavalta is responsible for organizing waste management in the plant area. A separate map of waste collection points is available. Boha handles the proper removal of waste bins from the work area. More detailed sorting instructions and information about using the scrap yard can be found in separate guides, which are available on the STP Intranet Annual Maintenance site.

5.3 Electrical Safety and Lighting

When powering the worksite area, rely as much as possible on the permanent site distribution centers available. Any extension cords and additional distribution boxes required must be suitable for the specific conditions of the worksite. For lighting, use the fixed fixtures on site to the greatest extent possible.

The responsibility for acquiring additional equipment is defined in the contracts. The party that brings, orders, or owns the equipment is primarily responsible for its maintenance. All electrical installations must meet current electrical safety regulations (SFS6002). Equipment or components that are live must be clearly marked and fitted with contact protection. In conductive environments (such as confined or enclosed spaces), only tools with an isolation transformer may be used.

All electrical distribution work must follow the Suurteollisuuspuisto guidelines: Instructions for Electrical Distribution Related Work and Connections.

5.4 Weather Conditions and Protective Measures

While we can't control the weather, we can take steps to prevent or minimize its impact on our work. Never work on poles or in lift baskets during thunderstorms or when there's a risk of lightning.

Wind conditions must always be considered when working outdoors or performing lifts. Always assess the wind on-site, especially when lifting large objects.

6 Personnel Safety

6.1 Personal Protective Equipment and Gear

Contractors must provide their staff with an adequate supply of appropriate personal protective equipment for each worksite and ensure that all required protective gear is used as specified. Training for staff should highlight that proper use, maintenance, and storage of protective equipment extend its service life.

Employees are required to wear personal eye, respiratory, and hearing protection, safety helmets, protective footwear, and gloves appropriate for their tasks and work environment. When working in production areas, a hand-held or helmet-mounted flashlight must be carried. Protective equipment requirements for each worksite are detailed in the department or area-specific worksite plans. Due to potential gas hazards, anyone moving within the plant must carry a respirator equipped with a combination filter (protection class ABEK P3), and it must be ready for immediate use.

For all tasks where there is a risk of falling, only inspected and approved fall protection gear suitable for the work must be used. Working from personnel lifts always requires the use of safety harnesses.

6.1.1 Helmet

A safety helmet must always be worn during construction work (VNa 205/2009) and in any job where there is a risk of head injury. Helmets should be replaced according to the manufacturer's recommended lifespan. The person in charge of the site may require stricter helmet use in their guidelines than what's generally mandated, and these instructions must be strictly followed. For welding work, helmet requirements are assessed case by case, based on a risk assessment for the job. The agreed procedure must be documented in the risk assessment for the specific work task.

6.1.2 Eye Protection

When moving around factory areas or production facilities, safety glasses must always be worn (except in green zones specified in section 6.1.6). Eye protection shields your eyes from mechanical, chemical, and UV hazards. The right type of eye protection should be chosen based on hazards and a risk assessment for the job.

6.1.3 Safety Footwear

Appropriate protective footwear must be worn at work. Safety shoes should include puncture-resistant soles and reinforced toe caps, as well as ankle support. General safety shoe requirements are set out in standard SFS-EN ISO 20345.

6.1.4 Hearing Protection

Hearing protectors must be worn when working near machinery with a sound pressure level over 85 dB (A). This includes equipment like jackhammers, metalworking machines, and production process devices.

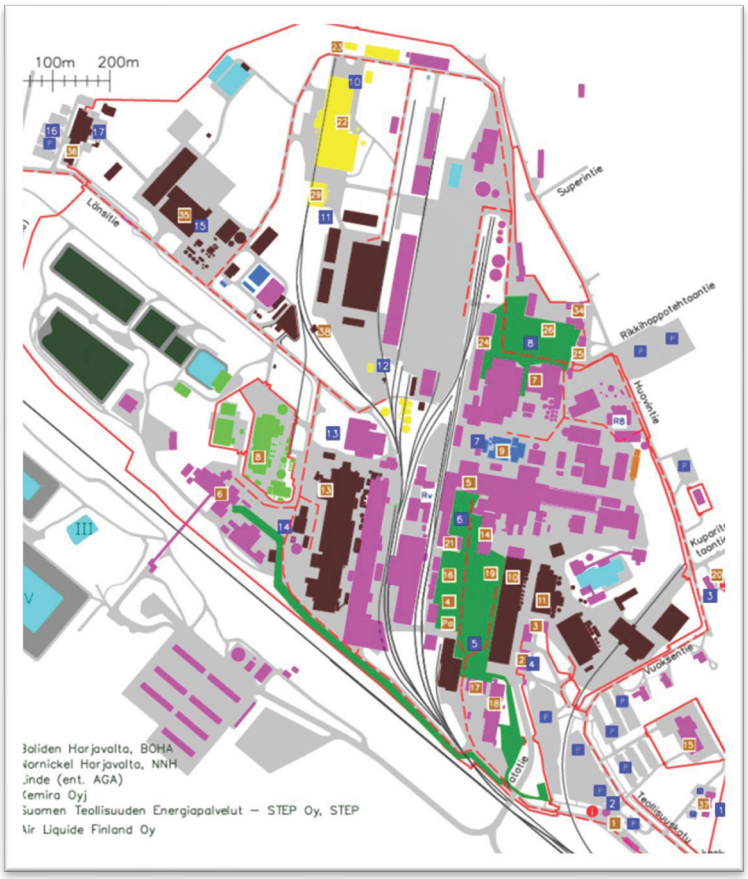
6.1.5 Protective Gloves

Protective gloves are required for jobs where there is a risk of hand injury. Common types include leather, plastic, rubber, and fabric gloves. Plastic gloves are generally preferred over rubber as rubber can sometimes cause skin irritation. Always use gloves when handling substances harmful to the skin or whenever there is a danger of injuring your hands during work.

Cut-resistant gloves are mandatory whenever handling materials that can cause cuts or lacerations due to their sharpness.

6.1.6 Protective Clothing

For better visibility when moving around in civilian clothes, you must wear high-visibility and reflective gear (such as a safety vest, reflective harness, or a backpack made from visible materials). Movement in civilian clothing is permitted only in the green area marked on the map.



During annual maintenance work, you are required to wear protective clothing that meets EN ISO 20471 visibility standard, class 2. The minimum requirement is pants or a jacket rated at class 2.

If your work clothes can't meet Class 2 requirements, you must wear at least a Class 1 high-visibility item, such as a safety vest, when moving around outdoor areas.
If your job involves a risk of chemical splashes, make sure to wear the appropriate protective clothing.
In areas where clothing could come contact with heat or fire, protective clothing must meet the requirements of the EN ISO 11612 standard. If needed, consider standards for welding apparel, arc flash protection, or cut-resistant clothing.
The general requirements for protective clothing are outlined in the ISO 13688 standard.

6.1.7 Respiratory Protection

Respirators are used to protect the lungs and airways from harmful substances. In smelter indoor areas, including the concentrate storage, unloading station, Aurora, and the Sulfuric Acid Plant, a respirator with at least ABEK P3 protection must always be worn (excluding areas with filtered air supply, such as control rooms and crane cabins). Any exception to mandatory respirator use must be documented and justified in writing. Approval of alternative uses requires review and acceptance by the Annual Maintenance Steering Group.

Suppliers should note that for physically demanding, hot, or prolonged work, do not select filtering respirators unless equipped with powered air units.

Hazard	respiratoryprotection
Exposure, hazardous to health dust	Half-mask respirator, protection class ABEK P3, In exceptional situations, use a disposable filter respirator, protection class FFP3, if risk assessment determines it is sufficient Approval for alternative practices must be granted by the Bohan Annual Maintenance steering group.
Dust that poses a risk of eye injury	Powered filter respirator, protection class ABEK P3.
Sulfur dioxide, concentrate roasting	Half-mask respirator, protection class ABEK P3
Physically demanding, hot, or long-duration work	Powered filter respirator, protection class ABEK P3
Legionella bacteria	Single-use filter respirator, protection level FFP3
STP areagas hazard	Half-mask respirator, protection class ABEK P3

6.2 Workplace Hygiene

The concentrates and dust handled in the Boliden Harjavalta process contain hazardous and carcinogenic substances such as arsenic and nickel. During annual maintenance, dust levels in work areas rise. Surfaces and structures at worksites may have chemicals classified as hazardous, which can be irritating, carcinogenic, or corrosive.

In the sulfuric acid plant area or when the smelter is running, there is also a risk of exposure to sulfur compounds. These can cause coughing, shortness of breath, and watery eyes. Extended physical exertion may also lead to skin reactions. Sweat combined with sulfur-rich, acidic gases can cause mild skin burns. Exposure to harmful substances is minimized by using required protective equipment, washing hands and, when needed, the face before leaving production areas, and changing soiled work clothes for clean ones regularly. Be sure to wash thoroughly before leaving for home. Keep your work clothes and personal clothing separate. It's essential not to take work clothes home for washing to prevent contaminants from spreading beyond the plant.
Substances in the production areas that can harm your health may enter the body through breathing or by transferring from your hands to your mouth when eating or smoking. Only eat and drink in designated break rooms—meals are not allowed in production areas. To avoid exposure to hazardous substances, always wash your hands and, if needed, your face before eating. Leave dirty clothes outside the dining areas and use shoe covers. Good hygiene practices apply even when eating outside the plant. Personal work clothes and protective gear must be cleaned before entering staff areas, and Boha provides a dedicated cleaning station for this purpose.

Smoking is only allowed in officially designated smoking areas.

Contractors are responsible for ensuring the health of all personnel assigned to work at BOHA and must provide their employees with the necessary occupational health services.

6.2.1 Decontamination Container

The decontamination container, located in the smelter area, is available for use throughout the year. On the dirty side of the container, you can wash your hands, clean your shoes, and vacuum your protective equipment. Access to the clean side is through a decontamination cabinet, where respiratory masks are worn. Cleaning efficiency can be boosted with hand-blower devices available on site. The clean side offers facilities for washing hands, cleaning and vacuuming protective gear, and temporary storage for motor masks, including charging options for the masks.

6.2.2 Working in Hot Environments and Staying Hydrated

Certain workstations expose employees to heat stress. This can occur due to a combination of physical effort, high temperatures, and not drinking enough fluids. Eating or drinking is not allowed inside production areas according to hygiene guidelines. Any potential heat stress risk must be addressed in the work permit. If the risk of heat stress is considered high and it's not possible to leave the workstation, arrangements for hydration at the department can be made together with the department's safety representative. Permission for hydration and how it will be managed must be documented in the work permit.

6.3 Workplace Safety Training and Orientation

Every employer is responsible for making sure their staff has the professional skills and safety training required for the job site. Boliden Harjavalta, in turn, ensures that all workers and contractor staff have the necessary skills and safety training to meet the site's standards.

Every company operating on the site is required to participate, at their own expense, in the orientation and safety training provided by the client. If needed, the supplier must also arrange for an interpreter for orientation sessions at their own cost. The annual maintenance orientation for Bohan is available in both Finnish and English.

Required qualifications and orientation programs

Job role/skills	Requirement
Access permit for the STP area	STP General Safety Orientation, valid for 1 year.
Access rights to the Bohan area	A safety card commonly recognized in Europe or a safety card completed via online training
Movement within the Annual Maintenance Worksite	Annual Maintenance Orientation, valid for 1 year
Movement within the production -area	Departmental orientation, valid for 3 years
Work authorization at the annual maintenance site	Site orientation, valid for 1 year
Driving permit for the area	STP driver training, valid for 1 year

First aid	At least one person with first aid skills per work group
Electrical work	Electrical Qualifications, Electrical Safety Card, SFS 6002/
Hot Work	Hot Work Card
Welding Work	Certification according to job site requirements
Work in confined or restricted spaces	Tank Work Card, or equivalent qualification
Forklift and man lift operations	Written driving permit from employer
Work on public roads	Road Safety I and II

6.3.1 Site Orientation

Bohan must ensure that all external workers receive proper orientation regarding required safety instructions and job risk assessments before any work begins. This information must be recorded by confirming site orientation in the electronic Zeroni system. The site orientation process must cover at least the following project-specific details: contact information, general arrangements, risks, protective equipment, prohibited tools, permit and inspection procedures, and emergency preparedness.

6.4 Managing Working Hours and Breaks

Working hours at construction sites in Finland are regulated by the Working Hours Act (872/2019). During annual maintenance, working hours may vary depending on the project and site, but must not exceed the legal limits. Shift work is permitted if the collective agreement allows. Site conditions, such as weather or tight schedules, may affect shifts, but suppliers must still comply with the law and ensure employee well-being.

7 Work Safety

7.1 Working at Heights

A fall is defined as any instance where the body drops more than 0.5 m. Work at heights must comply with the Government Decree on the Safe Use of Work Equipment (403/2008) and the relevant sections of the Construction Work Safety Decree related to working at heights and fall protection (205/2009). The law requires fall protection when working above 2 meters or when a fall could result in a hazardous situation.

7.2 Fall Protection

Any opening that poses a fall risk (30x30 cm or larger) must always be secured. Covers for these openings can be made from plywood, metal plates, or other suitable materials that can withstand at least twice the maximum expected load from equipment, people, or materials. The cover must be fastened or supported to prevent shifting. It should be clearly marked (such as with a red cross) and have a non-slip surface. If the smallest side or diameter of the opening exceeds 1 meter, guardrails and toe boards are required for protection.

A fall protection plan must be prepared for any work involving the risk of falling. A fall is considered to occur when a person drops more than 0.5 meters. When planning work where there is a fall hazard, appropriate fall protection and guardrail solutions must be arranged. If needed, the attachment methods for fall protection systems should be approved by a designer. In addition, there must be a plan in place for rescuing anyone who may fall and be suspended in a fall arrest system.

The supplier must notify the element designer in good time about any required provisions or attachments for safety devices to be installed in the elements. The supplier is responsible for ensuring that, during the installation of the elements, any hazards caused by falling building parts or tools are eliminated with protective structures, required toe boards, and, if necessary, by sealing off the danger area with a safety fence, tape, or similar barrier. If guardrails are removed, safety harnesses must be used in accordance with regulations.

The installation supplier is responsible for providing fall protection during the installation of elements. Safety harnesses must be used during element installation if guardrails are not installed or have been removed.

7.3 Lifting Operations and Heavy Transfers

All lifting and transporting activities must follow current regulatory guidelines and legislation. Every lift should be carefully planned, and a risk assessment must be completed to ensure the safety of all workers involved.

Begin planning a lifting operation with a thorough risk assessment. This process should identify potential hazards, such as equipment overload, ground stability, parts falling during the lift, communication errors, risk of workers being trapped, and structural weakness of the item to be moved. Before starting any lifting work, confirm that all equipment and accessories have been inspected, are adequately rated, and are properly installed and supported. Additionally, make sure to:

- Only qualified personnel are permitted to perform lifting operations.
- Clear communication is essential: use hand signals or radios to direct lifts.
- The area must be cordoned off to prevent unauthorized access during lifting.
- Structural integrity must be checked: ensure no part is rusted, cracked, or otherwise compromised.
- If needed, prepare a rescue plan for the duration of the lift.
- The person securing the load must have the necessary skills and ability to do so safely.

Document all the above-mentioned safety measures in the lift plan. A lift plan is required for any demanding lifts, such as moving unusually large or heavy items, lifting objects with awkward shapes, working in challenging conditions, or lifts involving two or more cranes, as well as other uncommon scenarios.
Lift and transfer plans must be stored in the Zeroni system under Documents for company records. Inspection reports for lifting accessories should also be uploaded to the Zeroni Documents section.

The crane operator is responsible for preparing the lift plan. Both the lift plan and the assembly record must be available in the crane.

7.3.1 Lifting Operations Using Lifting Accessories

There are four main types of lifting accessories commonly used: wire rope slings, chain slings, lifting straps, and covered slings (lifting slings). Lifting hooks and shackles must be locking type (SFS 4764). Safe lifting can only be carried out with equipment and accessories that are in good condition, properly sized for the job, and have been inspected. The sling angles must be less than 120°.

Before starting a lift, check the following:

- Weight of the item to be lifted
- Center of gravity of the item
- Load capacity and angles of the lifting accessory
- Reliable attachment point for the lifting accessory
- Condition of the lifting accessory and inspection markings
- No unauthorized persons in the lifting area
- No one under the suspended load
- Lifting signals used and agreed upon with staff

The lifting accessory must be discarded if:

- The wire rope sling has broken strands, visible damage, or wear
- The chain sling shows deformation, stretching, or wear
- More than 10% of the lifting strap's warp threads are broken, or the weft threads are broken over more than 5 cm
- The protective fabric of the covered sling is damaged

7.3.2 Personnel Lifting Operations

Only equipment and baskets specifically designed and approved for personnel lifting may be used. Before the lift, the supervisor responsible for the lifting operation must check and confirm the following:

- The lift operator holds a valid permit from their supervisor
- The operator has received adequate training for using the lift
- All required safety gear is in proper working condition
- Everyone knows the signals to be used
- Electrical safety rules (including clearances) have been followed
- Personnel lifts are always considered high-risk operations, so a separate lift plan must be prepared

Safety harnesses must always be worn in lift baskets, boom lifts, and scissor lifts to prevent falls. The work area for the personnel lift must be clearly marked off with barrier tape or fencing to keep others out. If there is any risk that minimum safety distances will not be maintained, a dedicated spotter must be used. If using a crane or forklift not specifically designed for personnel lifting, the following additional requirements apply:

- If the crane in use is a tower crane, a vehicle-mounted crane with a lifting capacity exceeding 5 tons, or a loading crane with a load moment over 25 ton-meters intended mainly for tasks other than loading, the operator must have a valid professional qualification or have completed a relevant part of it. Alternatively, the operator must hold a special permit issued by the local occupational safety authority to operate the equipment.
- For other types of cranes and forklifts, the employer will issue a separate discretionary permit for operation.
- The crane and the lifting basket have been inspected at the required intervals
- The crane's lifting capacity is sufficient

7.3.3 Lifting by Hand

Lifting heavy objects manually can put your back at risk. Most injuries can be avoided by using proper lifting techniques:

- Keep the load as close to your body as possible
- Maintain a straight back. Lift using your leg muscles.
- Do not twist your torso while lifting

7.4 Scaffolding and Ladder Work

Scaffolding must be ordered from an approved supplier. The person placing the order determines the location, height, and other details for the scaffolding. Scaffolding needs are identified and scheduled during work planning and should be ordered in advance so that everything is ready at the site before work begins.

The supplier is responsible for ensuring the scaffolding complies with the Suurteollisuuspuisto guidelines. All work and protective equipment must meet construction and installation safety standards at the job site. The preferred option is modular scaffolding with usage instructions. If the scaffold is assembled from different manufacturers' parts, a dedicated user manual and structural plan must be created. A separate structural plan is also required if no combination instructions exist or if the guidelines provided are not followed. When setting up the scaffold, special attention must be paid to the base, which should be reinforced if needed to prevent sinking. Tall scaffolds must be braced at the top to fixed structures. Scaffolding must not be used unless it has a valid inspection card showing it has passed both initial and acceptance inspections. Weekly inspections are the responsibility of the supplier, while the acceptance inspection is handled by the person who ordered the scaffold. A representative of the order must verify the scaffold is safe and suitable for both the location and the planned work.

If the scaffold does not have an inspection card or required inspections are missing, it must not be used. The user is responsible for keeping the scaffold clean and tidy. The scaffold should be dismantled immediately after work is completed, preferably in one continuous process. Additional instructions can be found in the Suurteollisuuspuisto Scaffolding Safety Guide.

Scaffolding guidelines also apply to platforms and work surfaces made of wood.

Working from ladders is not the preferred method. Movable ladders refer to either leaning ladders or A-

frame ladders. Leaning ladders may only be used for short, one-off tasks. The allowed use of leaning ladders

The angle of use must be between 65 and 75 degrees, and ladders can be up to 6 meters in length. The maximum height for A-frame ladders is 2 meters. Ladders should only be used on stable, non-yielding surfaces.

7.5 Fire Safety and Hot Work

Each contractor must pay special attention to fire safety, ensuring their work does not create a risk of fire and, when needed, take steps to limit any potential damage. Any supplier or subcontractor performing work that could cause a fire is responsible for any damage caused to the client, the property owner, or third parties.

Storing gas or liquid gas cylinders indoors is strictly prohibited. Arrangements for storing and keeping these cylinders, as well as flammable liquids, must be made in advance with the installation supervisor and operations representative.

If penetration must be done in fire-separating walls during work, they must be properly sealed after the task is completed.

Hot work is not permitted unless necessary for the job. The work and required safety precautions must be agreed upon in advance with the person granting the hot work permit before that phase begins. Any hot work carried out at a temporary site in the Harjavalta Industrial Park always requires a written hot work permit. Hot work regulations must first and foremost follow the Industrial Park Hot Work Plan . On construction sites, the main contractor may impose stricter requirements than those stated in the hot work plan. Only individuals with a valid hot work card may perform hot work. Mobile firefighting equipment and fire watch must be arranged according to Boliden Harjavalta's instructions. The hot work operator is responsible for site safety. The permit issuer is responsible for providing correct safety instructions to prevent damage. Fire watch should be ordered in good time. Hot work may not begin until the fire watch is on site and has inspected and approved all safety measures.

7.5.1 Hot Work Permit

For work sites where a hot work permit is required, permits are reviewed and issued by site management. The permit reviewer must hold a valid hot work certification. Only the plant fire chief or their authorized representative can grant permits for roof hot work within the factory premises.

7.5.2 Disconnections

The hot work permit specifies whether fire alarms need to be disconnected during the job. Disconnections are to be requested at the main gate. To process a disconnection, you must provide details about which rooms and alarms are affected. For safety, only the necessary area will be disconnected, not an entire section. A validated permit must be submitted to the gate where the disconnect takes place. Once the hot work is finished, the gate must be notified to reconnect the alarms. If reconnection is forgotten, responsibility lies with the person who requested the disconnection.

7.6 Work within the track area

Track work refers to any task (including maintenance) that:

- is performed when a machine or part of it is within two meters of the outer edge of the track, or directly above the track
- affects the structure of the railway
- interacts with Safety equipment
- requires shunting operations to be interrupted for safety reasons, or otherwise impacts shunting work, or affects the loading or unloading of rail cars.

A track work notification is always required for work on private tracks in the Suurteollisuuspuisto industrial area. The purpose of the notification is to ensure that users of the track system are informed in advance about work taking place, helping to prevent hazardous situations and accidents. Track work notifications are processed at the main gate of Suurteollisuuspuisto. Track Work Notification can be found on the Suurteollisuuspuisto website. In addition to the notification, a work permit must also be obtained for the job.

7.7 Demolition and Dust-Generating Work Stages

The primary method and goal in dust control is to prevent dust from forming in the first place. Secondary methods include:

1. Reducing the amount of dust produced
2. Limiting the spread of any dust generated
3. Cleaning the area regularly using proper techniques
4. Using personal protective equipment, with at least FFP3-level respirators.

Contractors are required to manage dusty tasks with appropriate containment and local exhaust systems. Dust must be effectively prevented from moving outside the work area. If construction work at the site generates any of the above dust types, the supplier must provide a specific dust control plan for the job to the client. The goal of the dust control plan is to minimize dust production and effectively manage any dust created. The dust control plan must be saved in the supplier's Documents section within the electronic Zeroni system.

Construction waste handling and cleanup must be done with as little dust as possible. Suppliers are responsible for ensuring daily cleaning is carried out thoroughly, using the proper equipment, protective measures, and procedures.

If dusty work is performed in areas like electrical rooms, the main gate must be asked to disconnect the fire alarms for that area when requesting a work permit, to prevent false alarms.

7.8 Chemicals and Hazardous Substances

Before beginning work, suppliers must review the safety data sheets for all substances to be used and provide this information to employees. Employees are required to follow all instructions given by the manufacturers.

Safety data sheets for chemicals must always be accessible to employees. Information about chemicals brought on-site must be included in the supplier's risk assessment, which is stored in the Zeroni electronic system. Chemical and biological substances must be stored according to the manufacturer's guidelines, with special attention paid to temperature requirements on the job site.

7.9 Work in Confined or Tight Spaces

All contractors must follow Boliden Harjavalta's guidelines for working in confined spaces. Work performed in confined or tight spaces requires a risk assessment and a tank work permit before starting. The permit ensures the area is isolated from the process and safe for work. Permit procedures are in place to guarantee careful planning, with risk identification and control playing a key role.

The level of breathable air must be checked by measurement. There should always be a safety attendant outside the confined space, monitoring anyone working inside. The attendant must stay in constant contact with workers in the confined space and is responsible for alerting and assisting if anything goes wrong. Rescue planning must ensure the rescuer is not put in harm's way. If someone leaves the tank for a break, the safety attendant makes sure that new gas measurements are taken before work resumes. The safety attendant cannot serve as the hot work guard at the same time.

7.10 Explosive Hazard Areas

Some areas in Bohan's production facilities are classified as explosive hazard zones. These spaces are clearly marked with appropriate warning signs. As a rule, hot work is not permitted in explosive hazard areas. If hot work must be done in such a location, all measures to prevent explosion risks must be documented in the work permit or other supporting documents before work begins. Workers in these areas must use equipment and protective gear suitable for the zone classification and be informed about the specific risks of the area.

7.11 Electrical Work

All electrical installations must comply with the current electrical safety regulations SFS6002. When supervising or assigning electrical work, it is essential that everyone involved understands their responsibilities and that the chain of responsibility remains unbroken. Oversight of electrical safety will be carried out according to the SFS 6002 standard. Only trained electricians are allowed to take part in dismantling electrical systems. Always verify that the system is de-energized before proceeding.

7.11.1 Working Near Live Wires

The location of live wires must always be confirmed. Boliden Harjavalta's documents may not always be fully up to date. Make sure to determine the required safety distances reliably, for example, by consulting the wire owner.

7.12 Radiation Safety

The use of radiation at Boha does not result in occupational or public exposure exceeding safety limits. Only low activity sealed sources (no HASS sources) are used, and their radiation shielding is constantly monitored. The likelihood of anyone receiving a dose above the public exposure limit from this radiation is extremely low. Occupational and public exposure at Boha, as well as the sealed sources, are classified under exposure class 3.

The shielding for sealed sources is designed so that, outside the primary beam, the dose rate at one meter from the device surface does not exceed 7.5 µSv/h. All radiation sources are equipped with protective covers that can fully enclose the sealed source if needed. When work is done near a radiation source or within its beam, it must be ensured that no danger arises from radiation and the annual effective dose does not exceed 1 mSv per year.

The risk of radiation hazard is assessed when a work permit is granted. If a radiation hazard is found at the site, the source shutter must be closed and locked before the permit is issued. Boha is responsible for closing and locking the source. The correct functioning of the shutter is always verified with a radiation meter.

In all unusual situations, the radiation safety officer or their deputy must be contacted first, and they will immediately investigate the situation.

7.13 Excavation Work

All contractors must comply with the Excavation Guidelines established for the Suurteollisuuspuisto area. Excavation Guidelines.

When working in an excavation, special care must be taken regarding soil fluidity and the risk of collapse. This is especially important in wet conditions, during thawing, or when vibrations from traffic or construction may affect the trench. Proper shoring or sloping of the trench edges should be considered during the planning stage. If digging in organic or fine-grained soils, or if the trench is deeper than two meters, measures to prevent cave-ins must be taken. The same precautions apply when digging next to or underneath a building. Ways to reduce the risk of collapse include:

- By avoiding premature opening of the excavation
- By sloping the edges of the trench
- Reinforcing the trench walls, for example with pilings or similar supports.

For trenches at least 1.5 meters deep, a safe way in and out must be provided (such as a slope, stairs, etc.). Before starting excavation work, underground pipes, cables, grounding wires, and similar utilities should be identified whenever possible.

If a trench is left unattended, steps must be taken to prevent outsiders from falling in, such as installing barriers or other mechanical obstacles. Warning tape may be used to alert people to the hazard, and it should be placed far enough from the edge of the trench.

During excavation, check for potential soil contamination, which always includes assessing the presence of hazardous substances and, if necessary, determining whether the soil can be sent to a landfill. The responsibility for contamination assessment primarily lies with the party commissioning the excavation. This assessment is

usually done before excavation starts. If groundwater is pumped to a water utility during excavation, an environmental impact assessment must be carried out. If, during construction, widespread organic contaminants (such as oil) are found in the soil or excavation occurs below the groundwater level, the supervising authority must be notified. The Boliden Harjavalta Environmental Department is responsible for making this notification.

7.14 Prefabricated Element Work

The supplier responsible for installing prefabricated elements must ensure an installation plan is created in accordance with Vna205/2009. When needed, coordinate with the element manufacturers and designers. The structural engineer, site supervisor, and installation manager must each sign off on the final installation plan. Before any installation begins, make sure all workers are familiar with the plan and have the necessary skills to safely complete the work. If required, support elements on concrete installation bases. Always exercise extra caution during both the installation and support of elements.

7.15 Working Alone

Try to avoid high-risk tasks being done alone whenever possible. Any employee working solo must have the personal abilities and technical know-how to perform the job safely. Pay special attention to using proper safety equipment and working safely when alone. Supervisors should always have precise information about the lone worker’s tasks and plans. The estimated duration of the work must be reported to the authority responsible. Once a high-risk job is completed, the worker must check in again. If the worker fails to check in within the expected timeframe, the person receiving the report must try to contact them. If contact cannot be made, the responsible authority will send someone to the site to check on the situation. Supervisors may increase the frequency of check-ins if needed. If the worker feels the job is too hazardous, they must coordinate next steps with their supervisor.

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7.16 Lockout-Tagout and Energy Isolation

The lockout-tagout procedure is a safety method used to separate equipment or machinery being serviced or repaired from dangerous energy sources, making sure the device can't be started by locking (lockout) and tagging (tagout) the energy isolation device. Hazardous energy can come from any source that poses a risk to people. The most common hazardous energy sources include electrical energy, hydraulic or pneumatic potential energy, the release of chemicals or materials, chemical reactions, and mechanical energy. This method ensures equipment is safely disconnected from energy and remains de-energized throughout maintenance or repair. After isolation, lockout is performed, and test operation is carried out if possible.

8 Procedures

8.1 Cleanliness and Order

Keeping the worksite clean, organized, maintaining tools in good condition, and using safety equipment are the foundation of safe operations. All work areas must stay tidy and well-ordered throughout the project. If a supplier fails to maintain proper cleanliness and order, Boha reserves the right to pause all work until the area has been cleaned.

All waste and unnecessary materials must be promptly removed from the work area and placed in their designated spots. Each supplier is responsible for keeping their own work area clean and organized during working hours, allowing for thorough cleaning as needed. Every supplier is required to clean up and transport construction, installation, and packaging daily to the assigned locations. Waste must be sorted according to Boha's sorting guidelines.

Installation supplies and materials must be stored in the locations specified in the worksite plan or other contractual documents, or indoors, and must be adequately protected against damage.

When placing a site container, ensure it does not pose a traffic hazard or endanger other containers or buildings, especially in emergencies or fire situations. Emergency routes must always remain clear. The container must be marked according to Boha's instructions. Contractors are responsible for the cleanliness of both their workstations and support areas, as well as their surroundings. Placement of tool and storage containers on-site requires permission. Boha is responsible for regularly cleaning the worksite cabins used by suppliers as break rooms.

Boha is responsible for proper removal of waste containers from the work area, following its own guidelines and standards.

8.2 Work Permit

Suppliers are responsible for ensuring that everyone working on the site has the proper qualifications and hands-on experience for any permit-required tasks (such as electrical, welding, elevator, fire, lifting, and blasting jobs).

All annual maintenance tasks are scheduled well in advance of the start date and require a work permit managed through an electronic permit system. The permit process includes five equally important steps:

1 Pre-filling; The responsibility for pre-filling the work permit usually falls to the supervisor, work inspector, or planner. The person pre-filling must assess any risks associated with the job, outline safety measures, and specify any special protective equipment required. Once all mandatory fields are completed, the system will generate a permit ID number and a related PIN code upon saving. Work permits should be filled out well in advance—at least three (3) business days before work begins—to allow enough time for a thorough review before approval.

2 Process Risk Assessment and Approval; After pre-filling, the permit is requested from the permit issuing location. The issuer retrieves the pre-filled information using the permit ID number. The issuer reviews the provided details and records the necessary safety precautions for the job. At this stage, process risks and isolation procedures for the location are also defined, along with who will carry out the safety actions. The work permit application must specify where hazard identification and preparedness for the job can be found, such as in the Maximo or Zeroni system.

3–5: Performing the work, finishing the task, and confirming completion. Typically, the work permit covers the entire duration of the job. The permit issuer reviews and activates permits before each shift, but only for up to one day at a time. When the shift ends, the permit must be reported as paused. If conditions at the worksite change during the permit period, the issuer must update the permit to reflect the new situation.

8.2.1 Permitted Work in Electrical and Automation Areas

The permit is issued by the designated electrical automation maintenance supervisor for the area, who also confirms or appoints a person responsible for electrical safety during working hours.

8.3 Operation and Inspection of Machines and Equipment

Each supplier's person responsible supervises scheduled inspections and checks of all machines and devices used in their contract. Inspection documents must be saved in the Documents section of the electronic Zeroni system.

Each supplier's designated representative is responsible for making sure tools and machinery are in proper working order, fit for their intended use, and safe for both users and the environment. Everyone is also accountable for their own personal tools and equipment, including inspecting them daily. All work machines, devices, and safety gear must be checked before starting any job. Pay special attention to ensuring that mechanical and electrical safety features on machines and equipment are functioning perfectly.

Proactive measures play a key role in preventing falling objects. Secure all necessary materials and tools, for example by tying them down, to prevent them from falling. If needed, use protective nets, overhead coverings, or similar safety devices to stop objects from dropping. Scaffolding platforms must be equipped with toe boards.

Throughout the project, everyone on site is required to report any issues they notice with the machines or equipment to their supervisor. Any identified problems must be fixed immediately. If immediate repair isn't possible, the affected machine or technical device must be taken out of service or replaced.

During repairs. Safety-related components, devices, or equipment must not be removed or disabled from machines in use, whether electrically, mechanically, or by any other means. For example, angle grinders must always have their designated handles attached. If work needs to be done without a handle, this must be discussed and agreed upon with the client, based on a risk assessment. The agreed procedure should be documented in the risk assessment for that job.

For rented machines and equipment, confirm that all required safety tests have been properly conducted and are current. Also, make sure the rental provider gives the necessary orientation and training for operating the equipment.

The use of slings is strictly prohibited for crane lifts in the converter hall.

Galvanized and lightweight metal materials should be avoided in sulfuric acid plant areas, especially in evaporation and washing sections.

8.3.1 Charging Batteries for Electric Tools

Devices should only be charged in fire-safe, dust-free areas under supervision, using chargers designed for specific equipment. An unsupervised area is defined as a place where no personnel are present during working hours.

8.4 Site Inspections

Representatives appointed by Boha, such as the safety coordinator and the occupational safety delegate, are authorized to conduct safety inspections and reviews at the worksite at any time. If any work is believed to threaten health, life, or the environment, Boha's representatives are empowered to halt the work they consider hazardous. Safety deficiencies identified by Boha's representatives must be corrected without delay, as well as any issues that could pose risks or serious harm to others in the vicinity of the site. Boha's representatives may also set a deadline for correcting any negligence. If issues are not resolved by the specified time, Boha may escalate the matter to occupational safety authorities.

Boha conducts safety inspections at each worksite at least once a week, using the appropriate inspection method.
Each safety deviation must have a responsible person assigned, and corrective actions are to be taken immediately. The safety standard for fall protection is set at 100%. Follow-up on any deviations is included as part of regular meeting procedures.

8.5 Safety Deviations

The supplier is required to report and document any workplace accidents, property damage, environmental incidents, or near misses to the safety coordinator, annual maintenance manager, installation supervisor, or site contact. Any work-related accidents or environmental incidents must be reported immediately or as soon as possible, and investigations should begin without delay. Representatives from Boha's annual maintenance organization and the safety coordinator must take part in root cause analysis. It is recommended to use Boha's reporting system for incident notification.

Deviation management tool (MIA). The MIA mobile app is available for downloading in app stores. Additional instructions for suppliers can be found in this separate guide.

Root cause analysis must be conducted at minimum in the following situations:

- fatal incidents
- accidents resulting in disability or requiring medical treatment
- serious hazards such as
- fires/ignitions
- major near-miss events

If necessary, any workplace accident must be reported to the occupational safety authorities and the Finnish Safety and Chemicals Agency (Tukes) in accordance with Boha's procedures. Suppliers are also required to notify the occupational safety authorities of any serious accidents involving their personnel.

8.5.1 Modified Duties

Boha has a system in place for modified and light-duty work. Boha requires that suppliers implement a similar system. A decrease in work ability does not always mean an employee must take sick leave or be absent from work, as they may still be capable of performing modified or lighter tasks. Taking on modified or light-duty work requires an assessment of the employee's capacity by occupational health services.

An employee cannot refuse modified duties if occupational health has determined they are fit for such work and suitable tasks can be assigned.

8.6 Handling of Personal Data and Supervision

According to section 13(3) of the Government Decree on the Safety of Construction Work, the main contractor must ensure they have up-to-date information about all workers and independent contractors on the site. To fulfill this responsibility, employers must provide the main contractor with the required details regarding their employees and independent contractors working on the site.

At Boha's annual maintenance sites, we use the Zeroni digital system to manage all legal obligations. This platform handles employee notifications to the tax authorities, up-to-date personnel lists for the Regional State Administrative Agency, and ensures compliance with subcontracting regulations throughout the supply chain. For suppliers, the system offers an interface for managing and updating credentials and personal information for their staff and subcontractors. The service guarantees that only qualified employees and trusted partners are working on site. Zeroni's authorization process streamlines site access for annual maintenance and helps keep track of certifications, safety checks, and access or vehicle permits.

To receive a site access permit, workers must have completed the Suurteollisuuspuisto general safety induction, the annual maintenance orientation, possess a valid occupational safety card, have a Finnish tax number, and, in the case of foreign workers, have proper work authorization in Finland. If any shortcomings are found in verifying a company's employees' work rights, the application will be returned to the company's contact person. When all requested corrections are confirmed by the company, the process can move forward.

The processing of the site permit may take some time. Be sure to allow enough time to verify employees' right to work and obtain the permit, so apply for your site permit through the Zeroni online system as soon as you can.

Everyone working on the site must wear a visible photo ID that clearly identifies them while moving around the work area. The ID must specify whether the person is an employee or an independent contractor, and it must also display their personal tax number. Employee IDs should include the employer's name. Temporary visitors who are only delivering goods to the site do not need this ID. The tax number must be registered in the tax number register.

8.6.1 Supplier's Site Management

The supplier must appoint a site manager who is responsible for ensuring that both their employees and any subcontractors are fully informed about all safety regulations, and that compliance is properly monitored. Site management is also responsible for making sure their workers are aware of job-related risks. The site manager will oversee and organize the supervision of subcontracted work as needed, and coordinate with Boha's annual maintenance organization. The supplier must also designate a contact person to act as the user of the Zeroni electronic system. In the Zeroni system, it must be indicated who serves as the company's safety officer, if this is a different person than the site manager or Zeroni contact.

8.6.2 Tax Authority Notification

Boha is responsible for submitting information about individuals present at the site to the tax authority each month. These personal details regarding time spent on site are gathered from access control records.

8.7 Scheduling, Coordination of Work, and Monitoring Implementation

Before starting any major work phases, Boha will plan the sequence and timing of each job and task to ensure everything can be carried out safely, without putting anyone involved at risk. The person responsible for the work must organize the scheduling in a way that makes the best use of available resources, minimizes unnecessary movement, and reduces the need to move equipment around. Any ongoing industrial activities or unrelated operations in the area will also be considered when planning the construction schedule and site usage.

All other parties must adhere to the overall project schedule and working hours. Critical tasks for project progress must be scheduled with enough flexibility to accommodate possible disruptions caused by changes in the work or conditions.

A kickoff meeting or coordination session will be held before work begins. During and after the project, additional follow-up meetings may be organized if needed. Boha will invite participants to the kickoff meeting. The meeting practices, and if necessary, who will call future meetings, will be determined during the kickoff. Workplace safety will always be a dedicated topic on every meeting agenda.

8.8 Communication During Annual Maintenance

A dedicated text message channel will be set up for communications during the annual maintenance period. Everyone is responsible for joining the channel themselves. Instructions for joining will be provided during the Annual Maintenance Orientation. Updates through this channel will include information such as changes to access routes or evacuation needs at workstations.

Contact people for suppliers and site supervisors will be informed about general matters related to annual maintenance via the electronic Zeroni system. Other sources of information include the Info-TV screens around the site and various follow-up meetings.

Instructions and procedures related to annual maintenance can be found on the Annual Maintenance site within the Suurteollisuuspuisto Intranet.

8.9 Safety Violations

If you notice any lapses in workplace safety, it is everyone's responsibility to address the issue to ensure a safe working environment. The following procedures must be followed when responding to safety violations:

1. A verbal warning and serious conversation will be issued, and the incident will be recorded in the site log or deviation management system (MIA).
2. For a second similar violation, the person will be removed from the site for the rest of the day, the incident will be logged, and a written complaint will be sent to the contract manager responsible. The contractor's CEO must submit a written report on corrective actions to the Annual Maintenance Manager.
3. Repeated violations will result in permanent removal from the site, with the incident documented in the site log. Loss of access/work ban will last at least one year.
4. In the most severe cases, the contract may be terminated, and the company may be banned from working at Boliden Harjavalta sites.

In cases of serious safety violations where there is a clear risk of accidents such as neglecting fall protection or unauthorized access to restricted lifting zones—a warning will be issued. The warning will be given by the person's supervisor or the designated safety officer. A second offense will result in an immediate work ban within the Industrial Park. Loss of access/work ban will last for at least one year. If the violation involves alcohol or drug use or traffic violations, there are separate guidelines in place for the Industrial Park.

9 Emergency Response Plan

9.1 Actions in Case of Accident or Sudden Illness

NOTIFY emergency services and the main gate

BEGIN first aid 28

GUIDE rescue personnel to the scene

ACT in a calm and orderly manner

THINK carefully and never put yourself or others at risk

Emergency first aid is lifesaving. By giving emergency first aid, you can save someone's life, prevent their condition from worsening, and make sure professional help is on the way. In an emergency, every minute someone who is seriously injured or suddenly ill needs help fast. Start emergency first aid immediately at the scene.

Always notify the main gate at the Industrial Park about any emergency call or accident, so they can provide guidance, for example, when an ambulance is arriving. Clearly explain to the main gate exactly where the accident occurred.

9.2 Actions in the event of a fire

RESCUE anyone in immediate danger
REPORT on the main gate; the gate will alert the industrial fire brigade and, if needed, emergency services
EXTINGUISH or try to contain the fire
PREVENT the fire from spreading
GUIDE the fire department to the scene
ACT systematically
THINK and don't put yourself or others at risk

9.3 Actions in the event of an electrical accident

If an electrical accident occurs, the person quickly disconnects from the electrical device. Do not touch the victim with bare hands until the power is off, to prevent electric shock to yourself. If the power cannot be turned off, use a non-conductive object, such as a dry wooden stick or rubber boots, to separate the victim from the device.

TURN OFF the power

DISCONNECT the victim

NOTIFY emergency services and the main gate

BEGIN first aid

GUIDE emergency personnel to the scene

THINK and do not put yourself or others at risk

9.4 Actions to Take in Case of an Oil Spill

The factory is in a Class 1 groundwater area, so any oil spill on the ground can cause environmental harm. Always report oil spills immediately to the main gate (02 535 8112). Security will alert the plant fire brigade to assess the situation.

- Try to stop the leak and keep it from spreading
- Check if there are any drains nearby
- See if the oil is flowing onto soil or asphalt

For more detailed instructions for different situations, see the separate guide.

9.5 Actions in Case of a Major Accident

In the event of an accident, emergency response in each department is initiated by representatives of the onsite line organization. During such situations, departmental responsibilities include warning and alerting all personnel in the area to move to designated shelters and carrying out planned protective actions.

Staff can be alerted and informed using the alarm/public address system, fire department emergency vehicles' loudspeakers, cell phones, and radios. For major emergencies, a dedicated text message channel, also used for annual maintenance communications, is utilized. Security has the authority to issue a general danger signal across the Industrial Park and to broadcast emergency messages over the alert channel. When the danger signal sounds or a major accident warning is received, immediately proceed to the nearest shelter. Everyone is responsible for identifying the nearest shelter to their workstation in advance. Find shelter locations here. Emergency response training for major accidents is also part of employee orientation.