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General regulations for Kaunis Iron



Contents

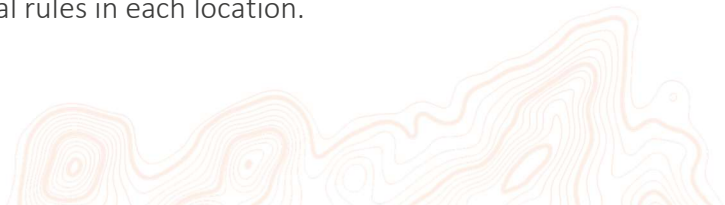
2	General	3
3	Purpose	4
4	Scope	4
5	Definitions	4
6	In the event of accident or fire	4
	<i>6.1 First Aid</i>	<i>5</i>
7	Obligations and responsibilities	6
8	Reporting events (work environment, environment, quality)	8
	<i>8.1 Definition of types of events (GRIA)</i>	<i>9</i>
9	Controlled entry and exit	9
	<i>9.1 Access for work</i>	<i>9</i>
	<i>9.1.1 Kaunisvaara industrial area</i>	<i>9</i>
	<i>9.1.2 Pitkäjärvi Terminal</i>	<i>11</i>
	<i>9.2 Access during visits</i>	<i>12</i>
	<i>9.3 Goods reception</i>	<i>12</i>
10	Camera surveillance	13
11	Good order in the workplace	13
	<i>11.1 Pitkäjärvi</i>	<i>13</i>
12	Smoking	13
13	Traffic regulations	14
	<i>13.1 Kaunisvaara Industrial area</i>	<i>14</i>
	<i>13.1.1 Cables in the mine – driving over with vehicles</i>	<i>15</i>
	<i>13.2 Junosuando Terminal</i>	<i>15</i>
	<i>13.3 Pitkäjärvi Terminal</i>	<i>16</i>
14	Personal protective equipment	16
	<i>14.1 Kaunisvaara Industrial area</i>	<i>17</i>
	<i>14.1.2 Concentrator with associated facilities</i>	<i>17</i>
	<i>14.1.3 Crusher, Grizzly, ore stockpile and conveyor galleries</i>	<i>18</i>
	<i>14.2 Pitkäjärvi Terminal</i>	<i>18</i>
	<i>14.3 Junosuando Terminal</i>	<i>18</i>
15	Work environment and safety	19
	<i>15.1 Work at several levels</i>	<i>19</i>

15.2 Electrical safety.....	19
15.3 Lock out, Tag out.....	19
15.4 Noisy operations	19
15.5 Hot Work.....	20
15.6 Protective devices	20
15.7 Work at height.....	20
15.8 Thermoset work	20
15.9 Underage people on site.....	21
16 Alcohol and drugs	21
17 Inspection requirements	21
18 Fire hazard and fire response planning	22
18.1 Kaunisvaara industrial area	22
18.1.1 Open pit.....	22
18.1.2 Concentration plant	22
18.2 Logistics.....	22
19 Blasting in Kaunisvaara open pit	22
20 Environment.....	23
20.1 Chemicals	23
20.2 Gas handling	25
20.3 Material storage facilities	26
20.4 Waste handling	26
20.5 Spillage handling.....	26
21 External contacts, external information	26
22 Ban on photography	26

2 General

Kaunis Iron works systematically to control the impact of operations on the workplace environment, health, and the external environment. One part in this is to create smooth and safe processes for carrying out our operations.

The comprehensive text of each chapter applies to all operations within Kaunis Iron. Underlying headings describe local rules in each location.



3 Purpose

The purpose of this document is to enable employees, contractors and other stakeholders to find out the rules that apply within our facilities.

4 Scope

The general regulations apply to all operations within or directly adjacent to the Kaunis Iron industrial area in Kaunisvaara, the traffic management centre in Junosuando, Pitkäjärvi Terminal, Prospecting in Pajala and the office in Luleå. These facilities together are Kaunis Iron's facilities. Local additions to these rules can occur in different sections of Kaunis Iron's operations. The general regulations also apply to work in the field on behalf of Kaunis Iron.

5 Definitions

- **Kaunis Iron:** The Kaunis Iron Group, which includes Kaunis Holding AB, Kaunis Iron AB and Kaunis Iron Logistik AB.
- **Employee:** A person employed within the Kaunis Iron Group.
- **Contractor:** A supplier of goods, materials, equipment, personnel and/or other services meeting requirements or detailed needs whose price has been mutually agreed, and implemented within a time framework pre-agreed with the client. "Contractor" can refer either to the legal entity or an employee thereof. The term also includes consultants working in any of Kaunis Iron's areas.
- **Other stakeholders:** Persons, companies or associations, local authorities, public authorities affected by these regulations and with presence in any of Kaunis Iron's facilities.

6 In the event of accident or fire

- In an emergency – **Call 112!**
- **Save** first those who are in immediate danger.
- **Warn** others in your vicinity.
- **Alarm** according to routines.
- **Extinguish** if it is possible without risking safety.



Tell SOS Alarm:

- Your own name and telephone number
- The position and address of the accident site
- The type and extent of injuries
- The number injured.
- The workplace address.
- The workplace telephone number

The emergency service SOS Alarm calls the control room if the accident has occurred in the mine area, or the traffic management centre in Junosuando if the accident is related to logistics, and sends emails and contacts people according to the alarm list. The person who sounded the alarm ensures that someone goes to meet up with the rescue services.

The reassembly point is clearly marked in the Kaunisvaara industrial area in the car parking area at the truck workshop, in the parking area in Junosuando, and in the parking area in front of the office cluster at the gate in Pitkäjärvi. There are also reassembly points at the office in Luleå and Prospecting in Pajala. The contractor's contact is responsible for ensuring that everybody knows where the reassembly point is situated and is responsible for everyone being present at the reassembly point after evacuation.

It is part of each employee's personal responsibility to identify and locate the escape routes in each workplace.

If the alarm sounds, everyone at the location in question shall immediately make their way to the reassembly point.

6.1 First Aid

In work planning, a contractor/employer shall, bearing in mind the type, scope and special risks that exist, ensure that a sufficient number of people who can administer first aid are on hand at the workplace. Actions shall be taken to keep first aid knowledge and skills updated.

There is a defibrillator in:

- the head office/truck workshop
- the concentration plant
- the mine office
- the logistics terminals in Kaunisvaara and Junosuando
- Prospecting in Pajala
- Pitkäjärvi Terminal
- the office in Luleå



- the project office in Kaunisvaara

First aid stations are installed at several places in the buildings.

6.2 Helipad (Kaunisvaara industrial area)

There is a helipad in the Kaunisvaara industrial area as shown on Image 1 below.



Image 1. Helipad

7 Obligations and responsibilities

Everyone working in or directly adjacent to Kaunis Iron facilities is required to follow the general regulations. Contractors are to pass on to their organisation, including any subcontractors, these instructions and any other instructions that the

work demands. The contractor's management is to be thoroughly familiarised with these instructions and other local rules and ensure that the contractor's employees comply with them. In the event of breach of the general regulations the system of sanctions may be implemented.

Coordination meetings for Kaunis Iron personnel and contractors are held on weekdays at 07:30 a.m.

7.1 Contractors' general information

All work for the client is carried out completely under the contractor's leadership and employer responsibility. The employer's responsibility for its own employees always applies.

- In cases where the contractor is a non-Swedish company or when a non-Swedish subcontractor is enlisted, the main contractor is responsible for reporting to the Working Environment Authority the posting of workers to Sweden (Also applies to Finland and Norway).
- The contractor shall notify the client of which subcontractors are hired. Any new contractor shall be reported to Kaunis Iron's contact after completing negotiations under the Co-Determination in the Workplace Act (MBL) Sect. 38.
- The contractor's own risk assessment regarding its work shall be submitted to the coordination manager before work is allowed to begin.
- The employer is responsible for providing its employees with personal protective equipment and for ensuring that the personal protective equipment is used according to the requirements based on identified risks.
- Every contractor shall have a list of their employees' next of kin.
- Every contractor shall have a register/list of hoists and lifts requiring inspections or other checks, as well as vehicles/machines.
- Every contractor shall have documentation (register/list) of their employees' skills, training, certificates, written permits for mechanical hoists, etc.
- Rescheduling of working hours may not take place without agreement with the coordination manager or a contact at Kaunis Iron.
- The contractor may not hire personnel employed by the client.
- If an agreement is reached between the contractor and a special-interest organisation, it may under no circumstances have consequences for the contractor's agreements with the client.
- The contractor shall at the contractor's own expense acquire the necessary technical aids to carry out and shall bear the cost of contracting work unless otherwise agreed separately.
- The client may by agreement provide resources and/or equipment, for example hoists.

- The use of any service or equipment provided by the client is on the contractor's responsibility.
- Any damage occurring to the facility is to be reported to the contact person. After the job is finished the work and workplace are inspected by the contact before the work is approved.
- The contractor shall have Swedish-speaking work supervision on-site.
- Before the contractor begins work in the concentration plant the control room shall be notified.

8 Reporting events (work environment, environment, quality)

Risk observations, near misses, accidents, quality and environmental deviations shall where possible be immediately reported into Kaunis Iron's GRIA system. Both employees and contractors shall report deviations.

If there is a more serious event, it is important to report it, even outside office hours since it may require action within the responsibility of the employer or coordinator. The contact person/manager notifies how reporting is carried out. Both employees and contractors shall report deviations according to the above. There is a continual run-through of all deviations at the coordination meetings held daily with the concentrator, mining and logistics and project operations.

In the event of serious accidents/near misses, see the local alarm list. More serious accidents and near misses must always be reported to the Work Environment Authority.

If the problem is owned by Kaunis Iron, a manager with work environment/ environmental responsibilities shall report and investigate the event and ensure that necessary measures are taken.

If the deviation is linked to subcontractors with separate work supervision, the investigation and possible notification to the Work Environment Authority shall be handled by the contractor. Kaunis iron shall always have the opportunity to participate in the contractor's investigation of near misses and accidents. The investigation, report, and response to inspection and supervisory notifications shall always be passed on to Kaunis iron. Environmental deviations such as major leakages occurring within the Kaunis Iron area are reported to the Environmental Division at Kaunis Iron which in turn reports it to the County Administrative Board/Pajala Municipality/Kiruna Municipality.



8.1 Definition of types of events (GRIA)

- **Risk observation:** Observation of a risk that an accident or near miss could have occurred (AHA). A risk observation is useful to address the danger before the accident occurs.
- **Safety observation:** Observation that someone is breaking the rules that apply at the workplace.
- **Near miss:** Something has occurred but nobody has been injured (OJ).
- **Accident:** Something has occurred and at least one person has been injured (AJ). Even a minor injury shall be reported as an accident.

An accident with presumed absence is to be urgently reported to a manager in Kaunis Iron who in turn follows the routines for quick notification and investigation of the event within 24 hours of the accident occurring.

- **Commuting accident:** An accident on the way to or from work
- **Environmental deviation:** Event which can mean emission to the ground, air or water. Incorrect handling of chemicals or waste. Complaints from the public are reported as environmental deviations
- **Quality deviation:** incorrect deliveries, contaminated products, deviations in a service, product or process
- **Property and safety:** means damage to/faults in the function of buildings, machines or other equipment
- **Improvement suggestions:** Event type involving submitting a suggestion for improvement

9 Controlled entry and exit

Information on visits and subcontractors is to be given by the person responsible for the visit/subcontractor at the coordination meeting which takes place every weekday.

9.1 Access for work

To obtain an access permit to Kaunis Iron's facilities, the requirement is that Kaunis Iron's web-based safety training (SSG) has been completed; this also applies when carrying out field work on behalf of Kaunis Iron.

The interactive safety training is provided through SSG Entré and is divided into two parts: a basic course and a local course specific to Kaunis Iron. Both parts must be completed and approved.

To receive a username and password for the training and subsequently an access permit, the employer must register with SSG the individuals who will complete the training. Contractors administer the appropriate courses for their own employees. Once the training has been completed with a passing result, the access card can be registered at all of Kaunis Iron's facilities. Contractors are granted access for a maximum of 1 year, or until the last day of the first course if that occurs earlier. When access needs to be extended, this must be reported in good time to the SSG contact person in accordance with Appendix 1.

When the trainings have been completed and approved, the following information must be provided to the SSG contact person according to Appendix 1 at least one week before access is required:

- First and last name
- SSG number
- Company
- Contact person at Kaunis Iron

The SSG cards are personal documents of value, and the holder is responsible for keeping track of when the authorization expires.

It is of utmost importance that the rules for entry and exit are respected. In case of an emergency, it must be possible to quickly identify who is inside the area in order to ensure a safe evacuation of personnel. Deviations from this may activate the sanction system.

When entering Kaunis Iron's facilities in Kaunisvaara and Pitkäjärvi by car, all passengers must exit the vehicle and enter the area through the turnstile.

If an acute, production-critical situation arises and contractors need immediate access to the site outside office hours, a supervisor/foreperson may let the contractor in using their own access card. The person who receives and lets the contractor in is responsible for guiding them to the correct location and is responsible for the access and should remain at the workplace while the work is carried out. The supervisor is responsible for checking that SSG training has been completed and must also remain at the workplace while the work is performed. The incident must be reported to the nearest manager as soon as possible, who is then responsible for entering the reason, the responsible Kaunis Iron representative, the company name, and the names of the individuals

admitted due to the production-critical situation into the visitor log. When the production-critical situation has been resolved, an email must again be sent to the responsible manager/leader.

NOTE! It is not permitted to admit another colleague using your own access card under any conditions other than those stated above (production-critical).

9.1.1 Kaunisvaara industrial area

If a person is to drive a vehicle to the mine office and/or inside the open pit then in addition the SSG course “Kaunis Iron Open Pit Driving Licence (Dagbrottskörkort)” must be completed and approved. Checks are made on approved Open Pit Driving Licences and a certificate must then be produced.

If the card reader is not functioning or if the access card has been forgotten, contact your responsible manager/leader. If the contact person is not on duty, contact your supervisor or the designated contact person, who will arrange temporary entry and exit and fill in the visitor log. In case of problems with the card, email inpassering@kaunisiron.se and describe the issue. Temporary access cards are available to borrow on site.

9.1.2 Pitkäjärvi Terminal

After completed and approved SSG training the contractor shall apply for entry to the Pitkäjärvi Terminal is on a form which is available on www.kaunisiron.se, see “Application for Pitkäjärvi terminal authorisation”. Applicants register their details on a form where checks with SSG take place. After an approved or non-approved application, an email is sent to the contact and applicant regarding valid authorisation.

When entering Kaunis Iron facilities in ore rigs between Kaunisvaara and Pitkäjärvi, special rules apply.

If the card reader does not work or if the user has forgotten their entry card – get in touch with the supervisor or contact, who will ensure temporary entry and exit. The supervisor shall check that SSG training has being carried out.

The supervisor/contact immediately mails in the following information to the SSG contact according to Appendix 1.

- **Who has been helped in** (first and last name),
- **Company** (if applicable),
- **Time when the person is in the terminal** (when they come in and when they leave),
- **SSG no.** (Applies to subcontractor)



9.2 Access during visits

A visitor is defined as a person who does not perform physical work in a hazardous production environment.

The coordination manager must approve visits to each respective operation. The coordination manager has the right to appoint individuals who are authorized to receive visitors. The contact person must have approved site access and be well acquainted with the safety rules and procedures that apply on site.

Before a visit is approved, the coordination manager must ensure that one or more contact persons are appointed to accompany the visitor during the entire visit. The contact person for the visit is responsible for giving the visitor a safety briefing and providing personal protective equipment appropriate for the area being visited.

The person responsible for the visit must report the following information to the responsible manager/leader at Kaunis Iron, who will enter it into the visitor log no later than 1 week before the visit:

- First and last name
- Company (if applicable)
- Date of the visit
- Person responsible for the visit (Kaunis Iron employee, or a permanent on-site person appointed by them)

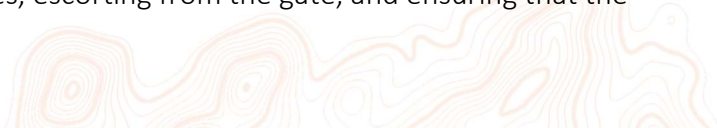
The responsible person must be present for the entire visit to ensure that rules and safety measures are followed in the area and that the visitor receives necessary safety information.

Visitors, i.e., people who will not perform any physical work on site, do not need to complete SSG training, as they are accompanied by a responsible host.

Companies conducting training on site are exempt from the requirement to complete SSG courses, provided that the training does not take place in a hazardous production environment. A visitor notification must be submitted for these individuals as described above.

9.3 Goods reception

All deliveries to Kaunis Iron's facilities must be pre-notified to the contact person and the goods reception at least two (2) hours before arrival. The warehouse is staffed during daytime; for goods reception, contact the warehouse at +46 72-206 87 86. Subcontractors are responsible for handling their own incoming and outgoing deliveries — informing about the delivery procedures, escorting from the gate, and ensuring that the visitor exits the site.



10. Camera surveillance

The following areas have camera surveillance with the purpose of increasing safety and coordinating activities in the areas for all who are in operations.

- Kaunisvaara industrial area
- Pitkäjärvi Terminal
- Junosuando Terminal

11. Good order in the workplace

Good order is to be kept in the workplace. Everyone, Kaunis Iron employees and contractors, **shall keep the workplace in good order and continually tidy the workplace**. This creates job satisfaction and accessibility and prevents near misses and accidents.

If you need somewhere to store or put your material or equipment, get in touch with your contact, who will show you a suitable place depending on the type of material/equipment.

Waste is to be sorted in the designated places and in the designated manner. You must never leave material or equipment anywhere else than the designated place. There is otherwise a risk that it is in somebody else's way, or is blocking an emergency exit, escape route, etc. Remember that material and equipment lying in people's way can risk causing tripping or other accidents.

11.1 Pitkäjärvi

Material and equipment shall not be placed closer to a railway line than 2.2 m. During work you shall continually collect spillage and waste (for example welding rods, cutting wheels) in your collecting vessel.

12. Smoking

Smoking is forbidden in all Kaunis Iron buildings and vehicles. There are designated outdoor smoking areas.



13. Traffic regulations

Within Kaunis Iron's facilities and areas, Swedish traffic regulations apply unless otherwise signposted, for example the use of seatbelts and the right-hand rule. To operate a vehicle within the premises of Kaunis Iron requires a valid driver's licence.

Avoid engine idling as far as possible.

A walkie-talkie with the sound set at an audible level and the right frequency **shall be used during work or visits in the mine**. Contractors are required to provide all their employees with walkie-talkies. Only Swedish may be spoken on the walkie-talkies.

13.1 Kaunisvaara Industrial area

- Speed limit 30 km/h unless otherwise signposted
- Mine area in Kaunisvaara 50 km/h unless otherwise signposted
- When passing a work area at the open pit where people are working outside vehicles near traffic, you as a driver must reduce your speed to a maximum of 20 km/h. Remember, stones and clay can off/be kicked up by tyres and machinery.
- The mine's local traffic rules include information about the rules for different vehicle types.
- The lights on vehicles driven in the open pit and must be in good condition and dipped lights shall be used when in motion. A warning beacon must always be used in the production area. There must be communication equipment in every vehicle driven in the mine area.

Parking in the mine area is only permitted in designated areas (see Image 2). Recharging electric cars shall be done in the designated car park for electric cars (not at the engine heater posts). Electric cars are charged via the app InCharge or a charge card. For customer enquiries, contact Vattenfall (<https://incharge.vattenfall.se>)

All passenger cars, light trucks and quad bikes or similar off-road vehicles, when being driven within production areas where mine trucks are driven, must use a whip flag and an approved warning beacon as in the image. A whip flag may be borrowed at the gate and the truck workshop in the warehouse. Remember to return borrowed whip flags before leaving the area.





Image 2. Car parks in Kaunisvaara mine area

13.1.1 Cables in the mine – driving over with vehicles

Electrical cables are used in the mine and may only be driven over if they are already protected by an approved cable bridge. It is NOT permitted to drive over unprotected cables since this can lead to the cable being damaged, which may result in personal injury. Only qualified personnel may handle electrical cables which are possibly damaged. Other personnel who can in any way move high-voltage cables in the mine area shall use “plastic hooks” available from the warehouse. Be careful with cables – they can easily be damaged. Do not let cables lie unprotected where there is a risk of damage. Hang cables on trestles so that they are not hidden under snow or damaged by for example trampling if they are lying on a sharp surface. Vehicles shall not drive over electrical cables; cable bridges shall be used where electrical cables pass over trafficked roads. Under no circumstances may electrical cables be handled by unqualified personnel. If damage to an electrical cable is discovered – immediately report it to a supervisor.

13.2 Junosuando Terminal

The speed limit at the traffic management centre in Junosuando is 10 km/h (except in the area for tyre pressure checks, where 5 km/h applies). Separate entry/exit points for passenger cars and lorries.

13.3 Pitkäjärvi Terminal

The speed limit at the terminal in Pitkäjärvi is 20 km/h unless otherwise signed. All passenger cars and light lorries when in motion in the terminal shall use approved warning beacons. Daytime running lights shall be used on passenger cars within the terminal area.

For entry into the lower area of the tent, the loader must be contacted. Traffic in the railway yard is remote-controlled.

- The track areas may only be entered by:
 - Employees with specific training
 - Contractors with specific training hired for control/maintenance of the railway or rolling stock
 - Contractors with specific training hired for other operations on the railway itself

Work carried out during operations shall always be co-ordinated with other players and the coordination manager before work begins.

For work in the railway yard the following applies: In the case of other work taking place within the safety zone or close to the safety zone, the manager is responsible for necessary safety ensuring that necessary protective measures are taken. The safety zone is defined as a distance of 2.2 m from the outer edge of the rails.

14. Personal protective equipment

Personal protective equipment shall be worn according to sections 14.1–14.3 below.

Other protective equipment, for example eye protection, breathing mask or ear protection, fall protection or a safety harness, shall be used according to current rules and based on performed risk analyses. Persons using fall protection equipment shall have documented training in how the equipment is to be used, for example so that the right linkages are used to connect the fall protection system to the anchoring point. **NOTE!** Equipment that has been in a fall shall immediately be scrapped. **In work requiring fall protection equipment, personnel shall also know how to carry out the rescue of someone who has fallen.** There must be a rescue plan before work involving fall protection equipment begins. Work involving fall protection equipment must never be carried out as solo work.

In slippery conditions it is recommended that protective winter footwear with cleats is used.

Special rules according to the coordination manager apply to visitors.

14.1 Kaunisvaara Industrial area

Within certain limited areas in the industrial area in Kaunisvaara there is no requirement for personal protective equipment. Show caution when moving between the parking area and the office buildings. Between the main building and “Järngrillen” only upper high-visibility clothing is required. This can be seen in image 3 below.



Image 3

14.1.1 Open pit

- Helmet with fastened chin strap
- Protective clothing, according to EN ISO 20471 top minimum class 2 and trousers with good visibility minimum class 1
- Protective footwear with penetration-proof sole plates and toecaps

14.1.2 Concentrator with associated facilities

- Helmet with fastened chin strap
- Safety glasses or alternatively a visor
- Protective clothing, according to EN ISO 20471 top minimum class 2 and trousers with good visibility minimum class 1
- Protective footwear with penetration-proof sole plates and toecaps

- Personal emergency lighting, for example a head torch or pocket torch.

There are also added requirements on personal protective equipment for work that involves direct contact with or splashing of corrosive substances as well as electrical work and welding, grinding or cutting work. During welding/cutting operations, the spread of smoke that arises shall primarily be prevented through permanently installed ventilation devices, but if these are lacking a smoke filter or mobile welding fume extractor must be used.

14.1.3 Crusher, Grizzly, ore stockpile and conveyor galleries

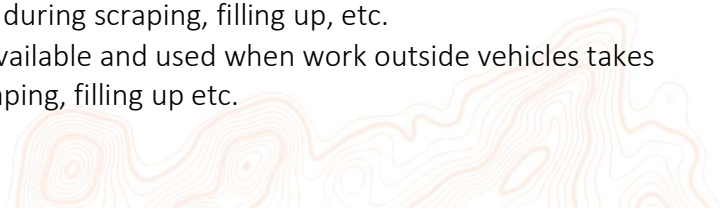
- Helmet with fastened chin strap
- Ear protection
- Protective clothing, according to EN ISO 20471 top minimum class 2 and trousers with good visibility minimum class 1
- Protective footwear with penetration-proof sole plates and toecaps
- Personal emergency lighting, for example a head torch or pocket torch.
- When working in the Grizzly when in operation, a half-mask with a Class P3 filter or better shall be used.

14.2 Pitkäjärvi Terminal

- Protective clothing, according to EN ISO 20471 top and trousers which in combination meet class 3
- Protective footwear with penetration-proof sole plates and toecaps.
- Ear protection must be used during work outside machines/vehicles in operation in the warehouse
- On marked walkways high-visibility clothing Class 3 is required
- Safety glasses must always be kept available and used when work takes place outside vehicles. For example during scraping, filling up, etc.
- Gloves must always be kept available and used when work outside vehicles takes place, for example during scraping, filling up etc.

14.3 Junosuando Terminal

- Protective clothing, according to EN ISO 20471 top and trousers which in combination meet class 3
- Protective footwear with penetration-proof sole plates and toecaps.
- On marked walkways high-visibility clothing Class 3 is required
- Safety glasses must always be kept available and used when work takes place outside vehicles. For example during scraping, filling up, etc.
- Gloves must always be kept available and used when work outside vehicles takes place, for example during scraping, filling up etc.



15 Work environment and safety

15.1 Work at several levels

If work tasks are carried out at different levels at the same time, coordination is required to prevent risks from falling objects.

15.2 Electrical safety

Only qualified personnel may modify electrical installations – temporarily or permanently.

15.3 Lock out, Tag out

The meaning of Lock out, Tag out is as follows:

Break the machine's energy supply and ensure that the machine is not affected by other energy sources (for example hydraulic, air pressure). Block/ lock the machine against unintended motion.

NOTE! Lock out, Tag out applies to all instances where work is to be carried out on mechanical equipment.

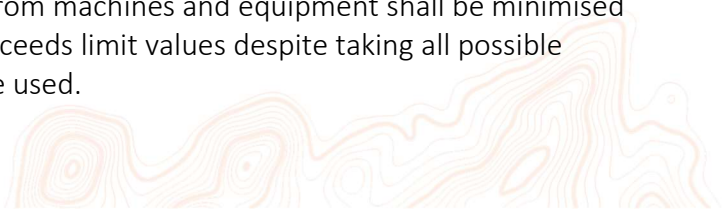
Remember that you have a personal responsibility when you work within a machine's risk area.

You are required to:

- Ensure that the machine has been stopped in the ordinary way before the safety cut-out/ power supply is turned off
- Lock the switch with a personal key lock (a nameplate is to be mounted on the padlock)
- Block the machine against unintentional motion
- After the work, check that all tools and all surfaces are cleaned
- Ensure that all protection is reinstalled
- Remove the mechanical locks
- Remove the personal key lock
- As "last man", reset the power supply

15.4 Noisy operations

If an employee is exposed to noise which reaches or exceeds the safe limit values according to noise ordinances, the employer shall take measures to reduce the risk of damage to hearing. Primarily, noise from machines and equipment shall be minimised and screened off. If the noise level exceeds limit values despite taking all possible measures, hearing protection shall be used.



15.5 Hot Work

Hot Work means above all welding and cutting, working with a grinder, soldering and work with gas flames for heating or thawing. No Hot Work may be started unless the permit provider has given approved permission. When carrying out Hot Work, sufficient and appropriate extinguishing equipment must be available.

15.6 Protective devices

Before work begins, it shall always be checked that the required safety devices are correctly and safely in place. A job can mean setting up temporary barriers around the work site to prevent someone being injured. Barriers shall always include details of who has cordoned off the area, and an erected sign shall state the company name, as well as the name of the person and telephone number to whoever cordoned off. When a safety device is no longer needed it shall be removed. Everyone shall respect the barriers. Sometimes barriers may need to be temporarily complemented with a guard on duty.

NOTE!!

No safety devices may be removed until the person setting up the barrier and/ or the coordination manager has/have been contacted. Protection that has been temporarily removed to enable a job to be carried out shall be replaced. If the safety device cannot be replaced immediately, this shall be reported to the work management and coordinating manager. Failure to do this or negligence can lead to sanctions under Ch. 8 Sect 2 of the Work Environment Act (AML).

15.7 Work at height

Work at height refers to all jobs carried out higher than 2 m. When working at height, a safety harness shall be used, or a work platform with safety railing, plinth, upper and lower guard rail. For jobs carried out from a sky lift, scissor platform or similar, an inspected and approved safety harness shall always be used, and the harness shall be anchored to a basket. A safety harness shall also be used when travelling by mobile work platform. It is not permitted to climb in and out of the mobile work platform basket once it has left its parked position on the ground. More information about fall protection /safety harnesses can be found in the above section on personal protective equipment.

15.8 Thermoset work

In all work with thermosets, thermoset components and/or when they are exposed to high temperatures, i.e. so-called thermal decomposition, etc. Inside Kaunis Iron facilities, the following shall be implemented:

- Risk assessment shall be carried out and passed on to the Chemicals Group and chief coordinator.

- Cordoning off/encapsulation (adapted to the type and scope of the work)
- Exhaust ventilation near the source c. 40 cm from where the work is carried out.
- Personal protective equipment
- Signage with the following information: which thermoset products are used, timestamps, any stoppages for access and aeration of the premises.
- Training
- Periodic medical examination in compliance with the regulations of the Work Environment Authority on medical checks in working life shall be carried out on those working with thermosets.

15.9 Underage people on site

The main rule is that no underage persons i.e. persons aged under 18 may work in Kaunis Iron facilities. Exceptions may only be granted by the site supervisor/site manager after carrying out a risk analysis. One exception can for example be work placement training within upper secondary school and holiday jobs.

16 Alcohol and drugs

Alcohol and drugs are forbidden in Kaunis Iron facilities. **Zero tolerance applies!** Random drug and alcohol checks are carried out. Alcohol and drug tests can be carried out in the event of serious near misses and accidents. This is to ensure that those involved were not under the influence of any substance. Refusal to take part in a test is handled in the same way as a failed test.

17 Inspection requirements

Diggers, cranes, hoists, lifts, travelling cranes and similar devices shall be inspected at specified time intervals. Equipment lacking updated information of a passed inspection shall not be used in the workplace. Machines used within the area shall be inspected and certification shall be produced upon request. Where an operator's licence is required, it also shall be produced upon request.

Scaffolding may not be used until inspected and approved by a qualified scaffolder. It is strictly forbidden to alter scaffolding yourself without permission. After taking over a scaffold from a scaffolder, information shall be affixed to the steps about the weight the scaffold is approved for and who has received responsibility from the scaffolder.



18 Fire hazard and fire response planning

Escape routes and fire extinguishers shall be kept free. Work supervisors shall ensure that before work begins everyone involved in the work knows where the escape routes, reassembly points and fire extinguishers are located. Contractors shall have adequate and appropriate extinguishing equipment in their work area.

Extinguishers must be inspected at set intervals.

Production vehicles of <3.5 tonnes must have at least one (1) fire extinguisher.

18.1 Kaunisvaara industrial area

18.1.1 Open pit

In the open pit, vehicles >3.5 tonnes must be equipped with at least two hand fire extinguishers, in addition, fully automatic extinguishing device if the risk investigation shows that there is a need. Risk investigation of coordinated risks is carried out in cooperation between Kaunis Iron and UE.

18.1.2 Concentration plant

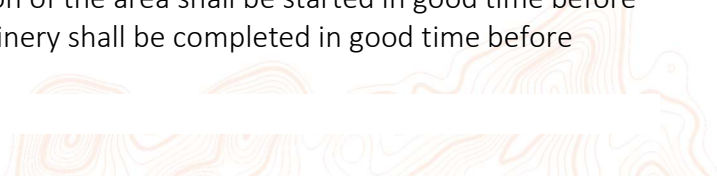
Only fire inspected vehicles may be used in the concentration plant except when loading/unloading when the vehicle is under observation.

18.2 Logistics

Vehicles of >3.5 tonnes in logistics shall be equipped with 2 (two) hand fire extinguishers.

19 Blasting in Kaunisvaara open pit

Blasting in the mine takes place at several different places all around the open pit according to a planned timetable. Blasting can take place every day between 07.00 and 18.00. The risk area is normally 700 m and is shown on the map (see example in Image 4 below) on screens, on the website and notices at strategic places as well as notification via the SSG On Site app. The information is also passed on verbally and in writing via a daily coordination meeting. Evacuation of the area shall be started in good time before planned blasting. Relocation of machinery shall be completed in good time before planned blasting.



It is forbidden to set foot on a charged round. A charged round shall be cordoned off and the area may not be entered without the permission of the shotfirer – this applies to both machines and personnel. Posts are set up with access to radio and a red flag. A warning tent is erected with the text “warning for blasting”. It is absolutely forbidden to pass a post unless contact has been made and the OK has been received from the shotfirer or evacuation leader. Radio silence is observed before blasting, when the blast signal is activated, and this shall be respected by everyone with a mine radio.



Image 4. Blast warning

20 Environment

20.1 Chemicals

Handling chemicals can mean a risk to persons and the environment. All handling of chemicals shall be done in such a way that spillage and leakage are avoided. Exposure shall be minimised for users and the environment through different types of organisational and technical protective measures.

There must be a safety data sheet for all the chemical substances classed as hazardous to the environment and/or health. The information in safety data sheets must be

quickly available in the event of an accident to enable informing medical care of which chemicals personnel have been exposed to so that they can receive the right care.

All chemical products used within the operational area shall be inspected by the Chemicals Group (Kemikaliegruppen) and approved and registered in the chemicals database iChemistry. The goal is that the used chemical products that are used are the least hazardous possible to people and the environment.

Before new chemicals are purchased or chemicals begin to be used on a new site an application shall always be submitted to the Chemicals Group. Applications are made via iChemistry. The Chemicals Group then decides whether the application is rejected, approved or approved with conditions. No later than 30 days before entry into the area in question, the application must have been received – exemptions are granted in urgent cases. In Kaunis Iron's areas, there are restrictions regarding products that may not be used, as shown in the documentation for the application to the Chemical Group.

Contractors make an application to the Chemicals Group by filling in the documentation, which is mailed to kemi@kaunisiron.se

For every application there is an investigation addressing the possibility to substitute chemicals with products that are better in an environmental and health perspective. Both workplace and environmental risks are considered.

Summary of technical and organisational protective measures:

- Vessels containing chemical products including liquid hazardous waste shall never be permanently stored directly on the ground but always on a leach-proof resilient surfaces
- Chemicals being used must not be placed directly on the ground without some form of collecting vessel. After use, the chemical product must be replaced in its storage place
- There shall be impact protection at permanent storage places where there is a risk of collision
- Chemical products that can inter-react shall be stored spaced at a suitable safety distance
- Chemical products that can form inflammable fumes shall be stored in cabinets/containers specially designed for this purpose
- Protective equipment (adapted to the exposure risks in question) shall be available adjacent to the storage places
- Chemicals that are not stored in the original packaging shall be marked with the name of the chemical product, list of contents and hazard symbol
- Absorption material shall be available on site, closely adjacent to permanent storage places and shall be easily available when carrying out work and in pilot vehicles and lorries.
- There shall be safe tapping spigots and rain protection, as well as suitable

- collecting vessels to prevent spillage.
- Permanent storage of chemical products shall be done in a satisfactory way in accordance with current legislation – information can be read in safety data sheets.
 - In general, liquid chemical products including liquid hazardous waste shall be stored inside impoundments. The collection volume shall be adapted to the contents/volume of the vessel and shall accommodate the volume of the largest vessel plus 10% of remaining chemicals if any.
 - Inspection requirements shall be met for storage that requires it (in accordance with current legislation), for example extinguishing equipment in the oil room.
 - Avoid stacking chemicals on each other, with the consequent risk of damage to packaging, spillage, and personal injury.

In all work assignments where thermal decomposition can occur it shall be determined what the material has been treated with, for example painted, glued, or coated with. If this cannot be determined, proceed based on stipulations for thermal work. For more information see the regulation AFS 2014:43 Chemical Hazards in the Working Environment.

20.2 Gas handling

Gas containers, when not in use, must be taken to specially designated sites with hazard warning signs. Gas containers shall always be well anchored so that they cannot fall over. Before work begins, self-monitoring of the gas equipment function must be carried out. If there is a fire in the building, all gas containers must be immediately removed from the building so that they are not at risk from the fire. See the response plan for the building in question. If there are containers still in the building which cannot be removed, the rescue services must immediately be informed of this.

Kaunis Iron has a consignment stock of gas provided by an external supplier. If there is a need for a gas that is not available in standard storage, the warehouse must be notified for ordering. For contractors with permanent presence in the area and in connection with long-term projects, gas is to be fetched from the consignment stock unless otherwise stated in the contract. Contractors open their own account with the supplier, upon which the contractor is invoiced direct by the external supplier.

For contractors without permanent presence in the area, and where minor assignments are carried out, gas may be provided by the contractor themselves. The client shall be informed of what gas is to be used and when.



20.3 Material storage facilities

No preparatory work or setting up of booths/tents may be carried out at the storage facilities until permission has been received from the client's contact person. If work is carried out at a storage area then each contractor is responsible for ensuring that equipment and staffing for first aid interventions are in place. This also includes responsibility to investigate that all work, equipment, material handling, etc. comply with applicable laws and regulations. Setting up in the area gives the contractor an obligation to report any shortcomings, for example old scrap or other waste, before work starts. Failure to report means that responsibility for measures rests with each contractor.

20.4 Waste handling

Waste is to be sorted in the designated way. There are marked vessels for waste at several locations in the Kaunis Iron facilities. If there is uncertainty as to how a waste type is to be sorted, this is set out in the source separation handbook in the management system/environment. Hazardous waste shall always be sorted separately and in accordance with information in the safety data sheet for the specific product. Contractors have access to Kaunis Iron's waste disposal plants and deposit waste without cost unless otherwise stated in the contract.

20.5 Spillage handling

Everyone working in the area shall have adequate spillage preparedness, for example in the form of sufficient quantities of absorption material. In the event of major leakages which you cannot deal with in person, immediately contact the environmental coordinator or your own contact. Decontamination after spillage shall be done immediately. Contaminated material shall be collected and removed to a designated site. **Remember that all environmental deviations are to be reported via GRIA and it is important to report what substance has leaked and assess the volume of the leakage.**

21 External contacts, external information

All external contacts/information regarding Kaunis Iron are to go through the communications manager at Kaunis Iron, see list of contacts, Appendix 1.

22 Ban on photography

There is a general ban on photography in all work areas, which applies to both visitors and employees. Some people have open-ended permission to photograph, for example for documentation. The general ban on photography can be lifted by a Group

management member, site manager, local manager or by the communications manager. If a temporary permit to take photographs in the area is given to an individual, it is important that the individual knows that it is not permissible to publish any pictures in any type of media until they have been approved. This applies thus to publishing in all types of media such as social media, presentations, daily newspapers, dissertations, trade journals, websites and similar. Exceptions to the ban on photography apply to work-related photographs after consultation with the nearest manager/contact person and when reporting deviations to GRIA, when the photograph is used to make clear the extent and site of the deviation.

Version	Date	Amendment
1.0	2020-12-30	First issue
2.0	2022-09-28	Clarification requirement - PSU
3.0	2022-10-12	Updated information on parking spaces
4.0	2023-09-28	Parking for electric cars, entry during production-critical events, new requirement on extinguishing equipment in vehicles >3.5 tonnes, clarified requirements PSU for loading Kaunisvaara
5.0	2024-01-17	Information on blasting warning via SSG On Site
6.0	2024-05-23	Changed structure for local rules, editorial changes, clearer images, adaptation to new rules on entry/exit/visitors, clearer definitions of deviations, clarification requirement – PSU
7.0	2024-08-23	Changed requirements for PSU, chapter 14 Clarification on requirements for extinguishing equipment in open pit, chapter 18.1.1
8.0	2025-10-07	Clarification of the requirement for a valid driver's license for operating vehicles within all Kaunis Iron facilities and areas.
9.0	2025-11-07	New procedure for access, SSG, and goods reception in Kaunisvaara.
10.0	2026-02-17	New procedure for access, SSG, and goods reception in Kaunisvaara.

