

## **Principles in health and safety**

### **Employer**

Korvenranta Oy is committed to a policy aimed to remove or reduce all risks to the workers' safety, health and welfare. This commitment includes also the contractors and visitors. Korvenranta Oy ensures that all work activities can be done safely.

### **Employees**

Workers are responsible for informing the management and other workers of all such issues that may risk the health or safety of the personnel (this is also due to the Finnish law – Act on Safety at Work). Workers are required to use personal protective equipment and comply with the safety orders as instructed.

## **Health and safety in every-day work**

Korvenranta Oy's management is responsible for providing all workers a safe working environment, including:

### **Safe work equipment and machinery**

- Korvenranta Oy invests to BAT-principle, which ensures that the safety devices of the equipment and machinery are modern and high-tech

### **Safe processes and systems**

- The processes/systems and factory lay-out are designed to function fluently and thus as safely as possible
- This includes the positioning of the machinery, flow of the raw-material, semi-finished and finished products, incoming and outgoing cargo

### **Safe condition of the factory**

- The factory buildings and structures are maintained in a good condition by regular inspection, maintenance and cleaning
- The walkways are kept clear, and the emergency exits are clearly marked

### **Comprehensive induction for new workers, informing and induction to the whole personnel of changes concerning equipment, machinery, processes etc. that affect health and safety**

- Korvenranta Oy has a documented induction procedure as part of the Quality management system

### **Safety instructions and guidance for visitor and contractors**

- Persons who visit or work in the factory as contractors, are given a guidance for safety (also a printed guide), including instructions in case of fire, seizure or accident, prevention of accidents, waste disposal and signing up for the company host (informing coming and going in and out of the factory)

## HEALTH AND SAFETY POLICY FOR KORVENRANTA OY MO 206 L10

### Emergency preparedness

- The company has procedures for unpredictable emergency situations. The emphasis in the activities are on keeping up the preparedness and prevention of dangerous situations. The main categories in the emergency preparedness are:
  - fire (prevention and extinguishing, the company has also a documented ATEX-procedure)
  - first aid
  - environmental emergencies (accidental emissions to the air or to the ground)
- In the case of emergency the responsible informer is the company occupational safety and health manager or deputy
- The emergency preparedness is maintained with regular training

### Incident and accident management

- For the first aid there are seven first aid stations located in the factory: three of them are comprehensive stations with for example pressure bandages, and three are emphasized on eye rinsing
- Accidents are handled as deviations according to the documented deviation procedure; the objective is to learn from the case and to prevent similar accident's

### Workplace ergonomics

- The machinery is modern and high-tech, and their working area design offers safety and good ergonomics to the worker
- All lifting is done with hydraulic or vacuum-based lifting device
- Lighting of the factory is based on LED-technology
- The ventilation and air conditioning of the facilities are modern and efficient
- Where it's possible, the worktops and office tables are height adjustable
- Korvenranta Oy has pleasant and modern facilities for refreshing breaks and pauses

### Handling of chemicals

- Chemicals are handled only in the painting line; paints, lacquers and washing solvents
- Only water-based paints and lacquers are used in the line
- Korvenranta Oy complies with the Government Decree on Chemical Agents at work. According to this, the employer has to
  - know all chemicals used
  - know what dangerous substances they contain
  - know the risks the above-mentioned substances cause
  - know how the worker can be protected against these risks and arrange the required protection
- The painting line has closed circulation, where the air mass containing heat energy is transferred through the heat recovery device
- The painting line has a documented clarification of the safety- and health-aspects (TO 40301 L2)

## HEALTH AND SAFETY POLICY FOR KORVENRANTA OY MO 206 L10

- Korvenranta Oy has a comprehensive file of chemicals´ digital safety data sheets on all of the production department´s computers (intra) and also as printed versions

### Fire protection

- The factory buildings have modern, automated extinguishing equipment
- In addition, manually operated extinguishers are located in places recommended by the local fire authority
- All exits are marked with illuminating signs
- Meeting points are clearly marked outside the building

### Documents

Korvenranta Oy´s certified quality management system includes the following guides and documents concerning health and safety:

- Regular survey for the risks for working safety (MO 206 L1)
- Periodical inspection of equipment and facilities (MO 206 L2)
- Action program for health and safety (MO 206 L3)
- Action program for substance abuse problem (MO 206 L4)
- Model for early intervention (MO 206 L5)
- Induction guide (MO 302)
- Action program for occupational health services (MO 206 L6)
- Rescue plan (MO 207 L1)
- Safety- and health-aspects for the painting line (TO 40301 L2)
- Safety instructions for visiting associates (MO 207 L3)
- ATEX\_RSA-documentation (MO 206 L7, L8, L9)



Jarkko Korvenranta, Managing Director