

CONDUCT AND SAFETY RULES

-WE WORK SAFE OR NOT AT ALL-

MUTUAL RESPONSIBILITY

- Everyone has a mutual responsibility for a safe work environment and contributes to a tidy workplace. Everybody is a part of the health and safety work in regards of following the health and safety plan and KM Plan, work environment rules and these conduct and safety rules. Contractors are to make sure that their subcontractors and other personnel take part and understand the conduct and safety rules.
- Everybody needs to report their attendance at the work site and carry their ID06 well visible.
- Work hours (7-16) are to be followed. Work outside these hours must be approved by the site manager.

ALLWAY NICE AND TIDY

- Everybody at the work site will keep their work area nice and tidy, during and after their work, and transport left over material and garbage to the designated location. A vacuum cleaner shall be used when cleaning indoor.
- Transport routes must be approved by the site management.
- Materials and equipment must be placed at designated locations.
- Evacuation routes, transport routes, and work areas shall not be blocked.
- Temporary electrical panels, fire equipment, fire hydrants, walkways, and first aid cabinets must be ensured and maintained.
- All materials/equipment to be used in the project are inspected by the site management to ensure that no unauthorized items are used.
- To prevent theft and vandalism, site huts, material containers, storage areas, etc., should be kept closed and locked whenever possible.

VISITOR PROCEDURES FOR THE CONSTRUCTION SITE WORK AREA

- A person who is not authorized to be in the work area is considered a visitor and must be accompanied by an authorized 'visitor host'.
- The host is responsible for ensuring that the visitor receives and uses the required protective equipment and that applicable safety and security regulations are followed.
- Visitors must under no circumstances be left unattended by the designated host.

PERSONAL PROTECTIVE EQUIPMENT

Mandatory equipment:

- Upper part: High-visibility clothing (at least EN 20471 class 2/3), safety helmet with chin strap, and hairnet if necessary.

SMOKING, ALCOHOL, AND DRUGS

Alcohol and drug use is strictly prohibited on the project. In cases where personnel or visitors are found to be or suspected of being under the influence of alcohol or drugs during working hours, the individual must immediately and safely leave the worksite. TL Bygg may conduct random drug and alcohol tests on all project participants at the worksite. If a positive drug test result is shown, or if the affected employee refuses to take the drug test, they will be immediately removed from the project. The management team and the relevant employer will be informed.

Smoking is only allowed in designated areas.

SAFETY DEVICES

Before starting any work, it is essential to always check that the required safety measures are correct and properly implemented. A task may require setting up a temporary barrier around the work area to prevent injury. Note that if a safety device is removed to carry out work, it is the responsibility to restore it afterward. If the safety device cannot be immediately restored, this must be reported to the management and Bas-U (failure or negligence may result in penalties according to the AML, Chapter 8, §2).

WORK WITH THERMOSETTING PLASTICS, E.G. CHEMICAL HARDENING

Only individuals who have the employer's permission, completed training, and possess an approved fitness certificate are allowed to perform work that may involve exposure to thermosetting plastic.

DEMOLITION AND HANDLING OF ASBESTOS OR ASBESTOS-CONTAINING MATERIALS

Work involving asbestos-containing materials is strictly regulated under the Work Environment Act.

Companies are required to obtain a permit from the designated supervisory authority, and individuals who are to work with asbestos must have completed specific training according to the Swedish Work Environment Authority's regulations and possess documented knowledge of asbestos handling. Work with asbestos also requires a fitness certificate, including medical examination. The individual must be aware of the risks associated with working with asbestos, use the appropriate protective equipment, and follow the applicable safety procedures. The employer is responsible for ensuring that the work is carried out in accordance with current laws and that the employee has access to the necessary resources to perform the work safely.

PHYSICAL AND CHEMICAL OCCUPATIONAL HEALTH RISKS

Noise, dust, odors, and vibrations can pose serious health risks and negatively impact the work environment. Noise can cause hearing damage,

- Lower part: High-visibility trousers (EN 20471 class 2) and safety shoes with puncture protection and steel toe caps.

Additional equipment to be brought:

- ID documentation and valid ID06 card.
- Professional certification for machine operation.
- Protective equipment if needed (e.g., hearing protection, first aid kit, protective gloves).

For more information on personal protective equipment, see the Health and Safety Plan, section 12.

WORK WITH HANDHELD MACHINES

To work with handheld machines, such as a power cutter, drill, saw, reciprocating saw, angle grinder, circular saw, and similar tools, the user must have sufficient knowledge and experience to ensure correct and safe operation. Work with such machines may only begin after the employer has approved it, and the user has received the necessary instructions.

The employer is responsible for ensuring that clear procedures for the safe use of machines are in place, and that personal protective equipment, such as hearing protection, safety glasses, gloves, and respiratory protection, is provided and used when necessary.

Any faults with the machine or suspicion of a risk of injury must be reported immediately, and the work must be stopped until the issue has been resolved.

SAFETY AND REQUIREMENTS FOR WORKING WITH SCAFFOLDING

Assembly, disassembly, and adjustment of scaffolding materials must only be carried out by personnel who have completed relevant training and can provide documentation to verify their competence. The training must meet the requirements according to applicable legislation. The employer is responsible for ensuring that the correct personal protective equipment, such as fall protection, is used and that the work environment during scaffolding work is safe.

Work from scaffolding may only begin and proceed after the scaffolding has been inspected and confirmed to be stable and correctly assembled.

Regular inspections of the scaffolding must be conducted while it is erected and in use. Note that even scaffolding that is erected but not in use needs to be regularly inspected.

LADDERS AND SCAFFOLDS

Ladders and scaffolds should be avoided. Scaffolding should have double guardrails and a toe board around the work area. Guardrails must always be in place if the height to the ground is more than 2 meters.

VEHICLES AND MACHINERY

To operate construction machinery, such as mobile work platforms, cranes, excavators, loaders, digging machines, wheel loaders, forklifts, etc., the employer's permission and a valid training certificate are required. Upon request, the operator must be able to provide documentation that proves the necessary competence. Other requirements for vehicles and machinery on the worksite:

- Seat belts must be worn in all vehicles where they are installed.
- Idling is allowed for a maximum of 1 minute. Exception: when the work task requires it.

difficulty concentrating, and stress; dust can lead to respiratory problems and lung diseases; and strong odors can induce nausea or irritation in the eyes and mucous membranes. Prolonged exposure to vibrations can cause damage to the hands, arms, and joints, as well as affect blood circulation. To reduce the risks, the following measures should be taken:

- Noise:
 - o Use hearing protection where noise levels exceed the allowed limits. Noisy machines and tools should be placed in isolated areas or used during designated times. Regular maintenance of machines can also help reduce noise levels.
 - o Noisy work activities are planned between 07:00 and 16:00 on weekdays, unless otherwise decided by the site management.
- Dust:
 - o Use dust-extraction equipment and efficient ventilation systems. Wet methods during cutting and grinding can reduce dust dispersion, and face masks or respiratory protection should be used when necessary. Vehicle operation can also generate harmful dust exposure.
- Odors:
 - o Improve ventilation in the work area, and ensure that chemicals are stored and handled properly. Avoid working with strongly scented substances in confined or poorly ventilated spaces.
- Vibrations:
 - o Use vibration-reducing tools and limit working time with vibrating equipment. Regular breaks reduce the risk of strain injuries.

All employees are responsible for following these guidelines, and the employer must provide the correct equipment and training to reduce exposure.

HAZARDOUS SUBSTANCES

Hazardous substances must be reported and safety data sheets provided to the site management. A list of chemicals must be posted. Building materials and chemicals should be checked against the Byggsvarubedomningen. Products classified as Recommended or Accepted should be used.

INSPECTED MACHINES AND EQUIPMENT

Excavators, cranes, lifting equipment, elevators, and similar machinery or vehicles must be inspected at regular intervals. Equipment or vehicles lacking proof of an approved inspection or that have received remarks during inspection may not be used on the worksite. Inspection certificates must be presented to the Site Manager (Bas-U) before work can commence.

ELECTRICAL SAFETY

Work on electrical installations may only be carried out by a qualified electrician. Temporary electrical installations and power supply to machines must always be protected with a residual current device (RCD). Cables over traffic routes must have protection against being driven over, and cables under tracks

- The maximum speed within the workplace area is 20 km/h. When passing people, the speed is limited to 10 km/h.
- First aid equipment must be available in all vehicles.
- Fire extinguishers of type ABC, powder (6 kg), must be available in all work vehicles. For passenger cars used within the work area, a fire extinguisher of at least 2 kg must be available.
- Machines with hydraulic equipment must be equipped with hose rupture valves.
- Decontamination equipment (spill kits) must be available in work vehicles (including hydraulic work machines) used within the work area. The size of the spill kit must be adapted to the vehicle size (amount of oil and chemical products).
- Parking is only permitted in specially designated areas.

HARRASSMENT, THREAT AND DISCRIMINATION

TL Bygg has zero tolerance of any form of offensive behavior. People acting in an unacceptable way will immediately be removed from the work site.

PAY ATTENTION!

- Phone calls should only be made during safe conditions without risk for accidents or incidents.
- Sound equipment are not to be used without approval from the site management. Headphones or ear defenders with built-in radio are not allowed.
- Warning lights or warning signals are to be used on reversing mobile vehicles.

PHOTOGRAPHY

Photography of others in the workplace is not allowed without their knowledge and consent.

Photos taken at the project site must not be posted on social media or otherwise shared but may only be used for documentation purposes related to the project (e.g., safety inspections, logs, etc.), unless otherwise agreed upon.

DEVIATIONS

Deviations from our conduct and safety rules are made in writing by the site management with an attached risk evaluation.

DISCIPLINARY ACTIONS

A person who violates these rules may be removed from the workplace. In cases of repeated or serious offenses, labor law and/or contractual measures may be applied.

should be placed in protective conduits.

Damaged cables, defective machines, or faulty equipment must not be used and should be immediately taken out of service. Cables must be protected from damage, and connectors should be kept dry. Fuse replacement or resetting of the residual current device may only be done after the fault cause has been checked. In the event of damage to an electrical cable, the power must be immediately disconnected, and the work management must be informed.

LIGHTING

Workplace lighting should be adequate from a safety perspective and adapted to the work being carried out. When the project dismantles/adjusts lighting that affects third parties, temporary lighting should be installed.

STAFF FACILITIES

The project will arrange the necessary staff facilities, including toilets, washing facilities, and showers, for all those performing tasks on the project. For information regarding the respective staff facilities available, please contact the designated project management.

MINING YEAR/ WORK-BASED LEARNING

Before a minor is allowed to perform work on the workplace, a designated supervisor must be assigned to them. The supervisor must have carried out and, for Bas-U, demonstrated a specific risk assessment for the minor based on their psychological and physical capabilities to perform the work safely. The supervisor must also be able to show that the minor has received the necessary training and instructions to handle specific machines or tools safely.

RISKS, INCIDENTS & ACCIDENTS

An emergency plan to follow in case of an accident shall be posted at the work site. Accidents, incidents or risk observations shall be reported to the site management.

