

Document type: Policy
Owner: CEO

Approved by: Board of Directors
Date of approval: 210608

Version: 1.1
Valid from: 210608

Policy on Occupational Health and Safety

Content

1. Background and purpose.....	2
2. Policy Statement.....	2
3. Audience.....	2
4. Roles and responsibilities	3
5. Exceptions	3
6. Monitoring of compliance.....	3
7. References	3

Document type: Policy
Owner: CEO

Approved by: Board of Directors
Date of approval: 210608

Version: 1.1
Valid from: 210608

1. Background and purpose

To ensure that Nordic Paper is complying with applicable laws and regulations and that Nordic Papers values and desired ways of conducting business are communicated and followed throughout the entire organization, Nordic Paper has developed a number of governing documents, including this policy.

We believe in healthy work-life balance, emphasizing employee engagement, working together, and having clear expectations. We place great value in being trusted by our employees and we seek to create a workplace where all employees feel safe, motivated, and appreciated.

We recognize the connection between a safe and healthy workplace and a sustainable success of our company. In this policy we state how Nordic Paper is working to realize this workplace.

2. Policy Statement

We shall provide and maintain a safe and sound working environment that meets or exceeds current standards and legislation in countries where we operate. We comply with national legislation and collective bargain on working hours. We respect the employees' right to leisure time to enhance work-life balance.

Safety must always be the most important factor of decisions.

We believe that accidents, incidents, near misses, work-related illness, unsafe acts and conditions are preventable. To be able to prevent we therefor work together proactively and systematically by identifying and eliminating unsafe conditions and behaviors.

We work according to established guidelines, routines and instructions to secure work processes, design of service, and working methods that reduce any negative impact on the individual. Safety is always part of introduction and training for a new position. Our employees are trained for safe ways of working.

We set clear goals, measure and regularly follow up our performance regarding health and safety.

We use PIA system to report all accidents and near misses and to document Safety rounds. We encourage employees to identify actual and potential unhealthy and unsafe conditions and to take action by bringing improvement recommendations to the attention of management for follow-up until risks are reduced or eliminated.

Leaders and staff shall work collaboratively and systematically to create a safe and healthy work environment.

3. Audience

The policy applies to all entities within the Group. The Nordic Paper Health & Safety Policy is directed to all employees, managers, contractors and visitors within the Group

Document type: Policy
Owner: CEO

Approved by: Board of Directors
Date of approval: 210608

Version: 1.1
Valid from: 210608

4. Roles and responsibilities

The CEO is the owner of this policy.

Each member of management has the responsibility to enforce compliance with this policy, to implement local health and safety guidelines and work procedures, and to respond promptly to reported unsafe conditions and opportunities for improvement.

Each employee has the responsibility to understand and act in accordance with this policy, to comply with local health and safety guidelines and work procedures, and to promptly inform management of any unsafe conditions or opportunities for improvement.

All employees have the responsibility to always act in ways that show consideration for their own, and others', health and safety.

5. Exceptions

There are no exceptions to this policy. Any need of exceptions to this policy must be clearly defined and documented. All exceptions shall be approved by the Board of Directors.

6. Monitoring of compliance

- Health and safety goals have been established and are regularly followed-up.
- Health and safety guidelines and work procedures are established and implemented.
- Information about instructions of safe ways of working is a part of introduction for a new position
- Incidents and unsafe conditions or opportunities are reported and followed up in PIA system dedicated for safety reporting.
- Appropriate preventative actions have been taken on reported unsafe conditions or opportunities for improvements.
- A recurring meeting with party composition is held quarterly to follow up the work environment management in the production units.

7. References

Nordic Paper Code of Conduct

Cooperative meeting (Samverkansmöte)

Routines for Systematic Work Environment Management