

## GENERAL OCCUPATIONAL SAFETY AND HEALTH REQUIREMENTS AT YIT WORK SITES

### 1 Purpose of occupational safety and health requirements

The purpose of this document is to guarantee the conditions for accident-free, uninterrupted work and to clarify the instructions and regulations regarding occupational safety and health to be followed at YIT Group's sites. The instructions and regulations have been issued in accordance with the Finnish Occupational Safety and Health Act and related decrees and authoritative instructions.

Any subcontractor, subsidiary contractor, developer or independent contractor of the developer, etc. working as our partner (later in this document the *Employer*) must always follow the occupational safety and health regulations and instructions given by the main contractor concerning the work site. These instructions also apply to YIT's personnel.

The *Employer* is equally responsible for its own work and that of its subcontractor. If the *Employer* has been authorized to perform chaining, these occupational safety and health requirements must be attached to each contract made by the *Employer* and the *Employer* is obligated to ensure that any person assigned for work at the site is informed of all the contents of this document.

### 2 Safety and health staff and cooperation at site

As a main contractor, YIT appoints the occupational safety and health manager of the construction site (occupational safety and health manager intended by legislation). The employees of the construction site elect an occupational safety delegate and two (2) deputy delegates.

The *Employer* must report the name and telephone number of the person in charge of occupational safety and health in the contract, or if there is no contractual relationship, to the occupational safety manager of the site, at the latest by the time the work is started at the site.

If the *Employer* enters a site for which the occupational safety and health staff has already been elected, the decisions made by the co-operation organization must be complied with on site. If the *Employer* has its own company-specific occupational safety and health representatives, they are entitled to enter the work site, under the permission of the site's occupational safety manager, to monitor the working conditions of their represented employees.

Other than construction sites, occupational safety and health representatives can also be selected for a wider area/target of work.

To ensure cooperation and information sharing regarding occupational health and safety at construction sites, the *Employer's* personnel are obliged to participate in occupational safety meetings, discussions and talks organized by YIT. The events are open and conversational in nature.

### 3 On-site work

#### 3.1 Preliminary induction

At YIT work sites, both the preliminary induction and the access control are electronic. This means that each person assigned to work at the construction site must complete an electronic preliminary induction before arriving at the site. Advance training must be renewed every 12 months. The preliminary induction can be completed at <https://www.yitgroup.com/en/forsuppliers/siteinduction>. If the preliminary induction has not been completed, the person will not be allowed to attend the site-specific induction and cannot, therefore, start their work at the site.

#### 3.2 Site-specific induction

The site-specific-induction is organized at the site at agreed hour (standard induction hours). The *Employer* must report any persons assigned for a YIT work site to their on-site contact person at least three (3) working days before said persons arrive on site. If a person arrives at the work site outside the standard induction hours, the *Employer* is charged an additional fee of EUR 150.00 (VAT 0%) for having to conduct the induction outside the standard induction hours.

### 3.3 VALTTI card

All persons working at the construction site must carry a photo ID with a tax number. The VALTTI card is an electronic identity card that serves as the employee's key to the work site. In addition, VALTTI card by Vastuu Group Ltd fulfills the identification requirements of the Occupational Safety and Health Act. Anyone not carrying a valid VALTTI card will not be allowed to enter the work site. *The Employer* is responsible for acquiring the VALTTI card.

### 3.4 Veronumero (Tax number) service

In the *Veronumero* service [www.vastuugroup.fi/en/our-services-for-foreign-companies](http://www.vastuugroup.fi/en/our-services-for-foreign-companies) the *Employer* can register the company with the YIT work site and manage their employee and contact information. *The Employer* can also order VALTTI cards for their employees in the *Veronumero* service.

The *Employer* is obligated to join the *Veronumero* service of Vastuu Group Ltd and use its services. If *the Employer* is already registered in the service and has filled in the necessary information, these steps do not need to be repeated. The information about the company and employees must be kept up to date.

If a foreign *Employer* cannot use the service of Vastuu Group Ltd and ensure that its employees have the VALTTI cards as identifiers, work on our sites still requires that the employees carry a photo ID in accordance with the Occupational Safety and Health Act as well as a valid occupational safety card. In that case, the identification must include the person's name, a photograph, a tax number and the name of the *Employer* or an indication that the person is a self-employed worker. If it is not possible to obtain a VALTTI card, *the Employer* must contact the main contractor well in advance to determine the necessary measures.

### 3.5 Young employees

Separate instructions have been given regarding young (16–17-year-old) employees. In accordance with valid legislation, young people under the age of 16 are not allowed to work at construction sites. The employer is obliged to verify the age of employees and to notify the main contractor's management in advance of any employee under the age of 18.

## 4 Work-specific safety plan, last-minute risk assessment and work guidance

*The Employer* must always comply with the occupational safety and health regulations issued by the main contractor (YIT) and the occupational safety and health instructions and plans of the site. The approved preparation of the work safety plan and delivery to the main contractor's management is a prerequisite for the work start permit and the payment of the first installment. The plan template is attached to the contract and can also be found on YIT's website. Upon request, *the Employer* is obliged to save the plan in the electronic system used for safety management at the construction site.

*The employer's* responsible person must draw up a work specific safety plan (WSSP) in co-operation with the employees assigned for the work before the work is started. The plan must indicate at least the following:

- subtasks of the project, a description of the work and the persons taking part in the work
- identification of the key hazards per subtask (falling from a height, exposure, falls, hazard of a machine or a tool, falling object, straining working postures, dust etc.)
- risk factors caused by the working environment (traffic, weather, lighting, etc.)
- measures to remove or reduce hazards and the personal protective equipment to be used
- risk factors caused to the working environment by the *Employer's* work (e.g. chemicals)
- managing the waste created during work and ensuring order (agreed division of responsibilities)

Last-minute risk assessment is a way of ensuring the conditions for safe working and integrating the content of the safety plan more closely into daily work. Last-minute risk assessments are carried out at least daily at the workstation just before work begins, and its purpose is to reflect the current situation against the planned situation and to identify any obstacles to safe working. *The Employer's* employees and supervisors are obliged to carry out risk assessments in accordance with the instructions and frequency specified by the workplace.

In addition, the *Employer* must draw up a dust management plan for all dust-causing work phases as an appendix to the WSSP, defining the measures to minimize the dust caused by the work phase, especially silica and hardwood dust. Plans and execution must follow guidelines for silica dust management from *Finnish Institute of Occupational Health*. At the very least, dust management requires tools and machines equipped with dust collection in all work producing dust and use of suitable respirators. Also, when necessary, preventing the spread of dust from the working area by dust barriers and depressurizing the space or air cleaners must be implemented. If guidelines are not followed or there is reason to

suspect that the exposure to hazardous dust may be higher than expected, the *Employer* must take additional protective measures and, when necessary, measure the level of dust exposure.

A work specific safety plan (WSSP) may be made in connection with the initial meeting of the project or, for example, when starting a new season. The *Employer* ensures guidance and supervision, and that the contents of the work-specific safety plan are reviewed with the employees. The *Employer* must personally and constantly monitor that the measures agreed upon in the work safety plan are followed. The *Employer* ensures that the plan is thoroughly reviewed with any new persons assigned for the *Employer*'s work at the site.

## 5 Safety observations, near miss and work accidents

The *Employer* must, without delay, report observations to the supervisors of YIT (main contractor) of any defects and deficiencies detected in the working conditions, work methods and/or tools that may risk the safety or health of those present at the site (safety observation). Observations may also be positive such as best practices or innovations regarding safety and health. The observations are recorded as required by the site policy – primarily to an electronic system.

To improve safety and health, the *Employer* must immediately report all the *Employer*'s near miss incidents, occupational accidents and environmental damage to the site manager and the occupational safety manager. The *Employer* must make a separate, written report of the aforementioned to the supervisors of YIT (main contractor).

The *Employer* must also report any serious occupational accidents (more than 30 days of absence expected) to the local occupational health and safety authorities without delay.

## 6 Personal protective equipment

The *Employer* is responsible for ensuring that their employees have access to and are using the protective equipment mentioned in this section. The *Employer* must also personally monitor the use of the protective equipment. The types of protective equipment must be selected according to the work specific assessment of hazards and risks. The *Employer* must ensure that their employees are given sufficient induction and guidance on the appropriate use of the protective equipment.

When working and moving on a work site area, the following personal protective equipment must be worn at all times:

- **Safety helmet with multi-point chin strap** (EN 397)
- **Safety glasses / goggles** (EN 166) selected according to the hazards of the work
  - A visor alone is not sufficient – it can be used as additional protection with safety glasses.
  - When hammer drilling, angle grinding, drilling above etc. tight-fitting goggles shall be used.
  - Full-face protection must be used during oxy-fuel cutting.
- **Protective gloves** (EN 388)
  - Selection of protective gloves should be based on biggest risk: chemicals, cold, vibration etc. If no other risk is identified, cut protective (minimum class C) gloves shall always be used.
- **Visible and reflective protective clothing with full-length trousers** (EN ISO 20471)
  - Top part at least class 2. In traffic areas the protective clothing must be class 3.
- **Safety footwear** (EN ISO 20345) with a nail penetration resistant insole and a safety tip
  - Ankle supporting safety footwear is mandatory on Infra's construction sites.

When required by the circumstances, the following is also considered obligatory protective equipment:

- **Hearing protectors**, to be used at levels above 85 dB (EN 352)
- **Personal protective equipment against fall in work with a risk of falling** (EN 361)
  - Persons carrying out installation work and those assisting in the work, must always use (wear) a harness when working on the top slab during the frame phase and when working on the roof
- **Respirators**
  - During exposure to silica dust at minimum FFP3 level respirator shall be used (short term light work with low dust production). Larger or longer exposure requires a respirator with a blower.
- **Knee protection**

Machinery operators and suppliers must use the aforementioned protective equipment when outside the cab. Machinery includes lorries, concrete mixing transport trucks and cranes. The supervisors under the *Employer* and other representatives of the *Employer* must also wear the aforementioned protective equipment when visiting a site.

**All the protective equipment must be intact and designed for a construction site, equipped with CE-marking for construction sites, and used according to the instructions of the manufacturer.**

## 7 Permits and qualifications

Each employee working at a work site must have a valid, Finnish occupational safety card granted by the Centre for Occupational Safety. In addition, a valid Roadwork Safety Card is required for those working in traffic areas.

The supervisors under the *Employer* must ensure that their employees are qualified to operate the machinery if the employee needs to use a personnel lift, forklift, forklift with extendable boom etc. in their work. In addition, the *Employer* must give the operator of the personnel lift or forklift (their employee) a work site or machine-specific operating permit. Attaching the load to the crane intended for installation use and directing the lifting, i.e. hoist operator, also requires written permission from the *Employer*. The *Employer* must ensure that the person has sufficient abilities and skills to work as a hoist operator.

The permits of the employees must be presented to YIT (the project supervisor) either as a list of qualified persons in the initial meeting of the project, at the latest, or as a personal permit of the employee during the site induction.

Any hot work carried out at the work site always requires a written hot work permit granted by the project supervisor. The performer of hot work must have a valid, Finnish hot work card. More detailed instructions and regulations are provided in the work site-specific hot work plan or hot work supervision plan and in the actual hot work permit.

Other permits and qualifications according to work site-specific regulations.

## 8 Blasting, excavation and particularly noisy work

Before starting blasting and excavation work, a (written) blasting and excavation work safety plan must be made at the work site. The plan must cover the essential safety aspects of the target site in question. The plan must be made in a specified form and updated as the work progresses.

The local police must be informed of any blasting work at least seven (7) days before the work is started. The head supervisor of the site is responsible for making the report. In addition, if (any) work causes exceptional noise and vibration in the residential surroundings, the report must also be sent to the local environmental authorities at least 30 days in advance.

## 9 Protection against falling, working at height, lifting works and excavations

If there is a chance of an employee falling from a height of over two (2) meters or if falling can cause other risks (drowning, injury due to reinforcements, etc.), the working area must have protective railings. The protective railing must always have a handrail, a lower guide and a skirting board. If the installation of protective railing is not possible, the employee of the *Employer* must use appropriate personal fall protection (safety harness) for the duration of the work. The supervisors under the *Employer* must ensure the location and durability of the fixing point. The *Employer's* management guides and supervises its employees in use of fall protection.

The openings on the construction site are protected, marked and the covers are prevented from moving. It is the *Employer's* responsibility to ensure that guardrails and opening guards are not removed without good reason and that fall protection returned to its place after work is completed. If the installation of protective railing is not possible, the employee of the *Employer* must use appropriate personal fall protection (safety harness) for the duration of the work. Further information about the location and strength of the attachment point (anchor point) and instructions about protective railing and opening covers are given in the site's fall protection plan.

Personal fall protection (safety harness) must always be worn in the lift cage of a telescopic or articulated boom hoist or a reach stacker. Safety harness must also be used during installation of scaffoldings and lifts.

Lifting work must be planned carefully in advance. The lifting equipment must be attached to the load at the planned lifting points or otherwise ensure that the load cannot unintentionally shift or fall during lifting. The load to be lifted must not have anything loose that could fall. The lifting area must be safe and unobstructed in terms of the lifting place, the lifting route and the landing place. When working at heights materials must be prevented from falling. Access to the danger area must be prevented from those not belonging to the work phase by delimiting the area with visible access barriers and separating it from access routes or by using security.

Any excavation carried out on our sites must be implemented by supporting the excavation in order to prevent collapses. Exception to this can only be made if an excavation plan made by a reliable ground and soil specialist is available. If necessary, trenches must also be protected from derailing vehicles.

## 10 Cleaning, order and dust

The *Employer* must remove it's own dust by vacuum cleaner and remove it's own solid waste (in building construction with a floor mop) from the work target to a location reported by the project supervisor at least once a day, unless otherwise agreed. The formation of dust must be minimized at least by using dust collectors. **Vacuum cleaners must be class H and intended for handling carcinogenic dusts.** Small handheld tools may have integrated dust collectors. If an unclassified dust extraction vacuum clener is used in the workplace, the *Employer* must ensure from its manufacturer or importer that the device in question can be used in accordance with the regulations for combatting quartz-rich dust and show documentation of this to the main contractor.

In addition, the spread of dust from the work site should be prevented, if necessary, by dust barriers and depressurizing the space or use of air cleaners, and by cleaning work clothes when leaving the place of work. If, regardless of requests, the *Employer* neglects its obligation to clean out its waste or dust, the project supervisor has the right to hire a third party to remove the waste of the *Employer* and charge the *Employer* EUR 50.00 per hour with a minimum compensation of EUR 100.00 per cleaning (VAT 0%) unless otherwise agreed.

The *Employer* must take care of the winter maintenance and anti-slippery of his workplace, unless otherwise agreed, and designate a person responsible for winter maintenance.

## 11 On-site inspections

The *Employer* is obligated, for its part, to ensure that any personnel lifts or other machinery, equipment or scaffolding has been inspected and deemed in operating condition and in compliance with safety regulations before accepting them for use at the work site (implementation inspection). The person under the *Employer* responsible for occupational safety and health must make a record of the inspection and deliver it in writing to the occupational safety manager of the site before work is started with the machine, equipment or scaffolding in question. Lifts, cranes and scaffolding must be reinspected by the *Employer* after each occasion when they are moved. The periodic inspection records and other documentation related to the machines and equipment must always be available at the site or in the machine.

Any machine, equipment or scaffolding must not be used without a documented inspection!

A representative of the *Employer* is obligated to take part in the weekly safety inspection when it concerns the Employer's work targets or machinery used by the *Employer*.

Any defects and deficiencies observed in the inspections must be corrected without delay.

## 12 Machinery, equipment and lifting accessories

The *Employer* must ensure that all the machines, equipment and accessories used by them are intact, suited for a Finnish construction site and equipped with the CE marking (or corresponding certificate if CE marking not required). The *Employer* must ensure that their employees have received sufficient induction and guidance for the use of the machines and equipment used in the project. The *Employer* must monitor the safe use of the machines and equipment and take immediate action in the event of neglect by an employee.

Lorries, dumpers, wheel loaders and rollers weighing more than seven tons must always be equipped with a functioning reversing alarm. Excavators must have mirrors on each side of the cab. When working in a road or street area, the machines must have appropriate, functioning work lights and a warning beacon. In work site conditions, fuels must only be stored in appropriate tanks with double casing or spillage basin. The tanks must be equipped with hoist brackets or an approved lifting accessory as well as oil spill prevention materials.

The *Employer* must ensure that the lifting accessories they are using are always in an operating condition and that their employees have received instructions regarding the safe performance of lifting work. The condition of the lifting accessories must always be visually inspected before use. The *Employer* must ensure the performance of periodic inspections of lifting equipment that are placed between the load and the crane or on the load so that it can be hooked (e.g. lifting slings, lifting chains and load beams). The inspection can only be carried out by a person with sufficient

information. The periodic inspection must be evidenced by an inspection marking being placed on the lifting accessory or in the inspection record.

**Lifting equipment that do not have markings showing the maximum load must not be used under any circumstances!**

Deliveries may be unloaded using the loader crane of the vehicle by placing the load in the immediate vicinity of the vehicle if the supplier has ensured the sufficient safety of the other lifting accessories to be used (e.g. reinforcing bar bundles).

### 13 Trestles, ladders and scaffolding

*“Turvalliset työpukit ja tasotikkaat (a-tikkaat)”* (*‘safe trestles and folding ladders’*) guidelines of the Confederation of Finnish Construction Industries to be followed.

#### LEANING LADDERS

**Leaning ladders must not be used as work platforms.** Leaning ladders may only be used as temporary means of access, for securing and loosening lifting accessories and for other similar one-time work of short duration. If ladders must be used, their sliding and falling must be prevented by using e.g. hook-ended ladders and support beams.

#### SCAFFOLDING

All the scaffolding must be inspected before implementation, and an inspection record must be made. Also, the ‘scaffolding card’ must be attached to the rack at this point. The above also applies to movable scaffolding less than two meters high. In addition, the scaffolding must be inspected on a weekly basis. Scaffolding systems - with worktop height two (2) meters or more - must have railing connections that can take loads in all directions immediately upon installation. The *Employer* is responsible for inspecting its own scaffolding and delivering the records to the occupational safety manager of the site.

Movable scaffolding must contain an internal, fixed access route with steps. Movable scaffolding must have lockable wheels and the scaffolding must not be moved when carrying people.

### 14 Measurements regarding occupational hygiene, chemicals and hazardous waste

As the project supervisor, YIT regularly conducts various measurements related to occupational hygiene (noise, dust, vibration, gas, etc.). The measurements to be performed will be specified site-specifically. The *Employer* is personally responsible for its special needs regarding the measurements.

The *Employer* is responsible for ensuring that everyone working at the site is aware of the material safety data sheets of the substances they are using and comply with the given instructions. The *Employer* delivers the material safety data sheets to the site before the work is started. The *Employer* must ensure the compatibility of the substances to be used.

When working with hazardous substances such as asbestos or creosote, the work must be performed by complying with statutory inspections and work methods and the employees must have statutory training.

Hazardous waste must be sorted separately from other waste. Examples of hazardous waste include waste oil, asbestos, chemical residues, lubrication oil, materials soiled by oil, batteries and fluorescent lights.

**The *Employer* is obligated to inform the project supervisor immediately if they have detected anything suspicious or exceptional in the hygienic conditions of the site.**

### 15 Deficiencies in occupational safety and health

The project supervisor carries out a weekly occupational safety inspection at the site (WS barometer measurement). Any deficiencies in the occupational safety of the *Employer* must be corrected immediately by the *Employer*.

If the same deficiency with the *Employer* is observed in two consecutive inspections, YIT as the project supervisor will interrupt the work immediately and remove the defective device, for example, from the site at the *Employer*’s expense. The *Employer* may only continue the work once the deficiencies have been corrected.

In addition, the leaders of the project supervisor constantly monitor the site to ensure good working conditions and occupational safety. As a project supervisor, YIT takes actions against negligence by the *Employer* in occupational safety as follows:

**1<sup>st</sup> incident** (any of the *Employer's* employees, including supervisors):

- o verbal notice and a binding order to rectify the matter (will be entered in the site journal)

**2<sup>nd</sup> incident** (any of the *Employer's* employees, including supervisors):

- o interruption of work and corrective measures at the expense of the *Employer*
- o removal of the negligent person(s) from the site for the rest of the day
- o written warning/complaint including sanctions
- o written clarification on corrective measures from top management of the *Employer*

**3<sup>rd</sup> incident** (any of the *Employer's* employees, including supervisors):

- o Interruption of work and corrective measures at the expense of the Employer
- o Removal of the negligent person(s) from the site and cancellation of their access permits until the end of work at the site
- o Upon discretion, cancellation of the subcontracting agreement
- o Upon discretion, banning the contractor from operating with YIT

If the neglect of occupational safety is severe or the *Employer's* employee refuses to oblige safety instructions given by the supervisors of the Main Contractor, the work is immediately interrupted, and the aforementioned path of procedure is not followed.

Financial sanctions (VAT 0 %) for defects in occupational safety, unless otherwise agreed:

1. EUR 500 for each occupational safety defect or violation for which a written warning is issued
2. EUR 1,500 for each interruption of work or for each person removed from the site
3. EUR 3,000 for each serious violations against occupational safety

Work safety violations include, for example, failure to report safety deficiencies, to use protective equipment, to cordon off hazardous areas or working with unsuitable or uninspected tools/machinery, and failure to maintain cleanliness and order. Serious violations include, for example, causing danger through careless behavior; failure to provide orientation or a work-specific safety plan or fall protection; working under the influence of alcohol or intoxicating substances; violation of the permit procedure; and inappropriate behavior.

Helsinki on November 1, 2025

YIT / Health and Safety