

Möln dal Energis Ledningssystem Processhandbok - Kraft och Värme				
Aktivitet Work Environment Procedures for Contractors	Upprättad av Ulf Ekman		Godkänd av Göran Lundström	
	Doknr 247.2b	Datum 2017-09-21	Utgåva 23	Sida (av) 1 (21)

<b>Huvudprocess:</b>	<b>Kraft och värme</b>
<b>Delprocess:</b>	
<b>Aktivitet:</b>	<b>Arbetsmiljörutin för Entreprenörer</b> - Syftet med denna rutin är att alla entreprenörer som utför arbeten inom Kraft och Värmes produktionsanläggningar ska känna till och följa de arbetsmiljörutiner som gäller för att minska risken för ohälsa och olycksfall.
<b>Tidpunkt/åtgång:</b>	
<b>Ansvarig roll/Utförare:</b>	<b>Närmaste arbetsledare</b> ansvarar för att underställd personal informeras om gällande arbetsmiljörutiner. Anställd har skyldigheten att själv göra sig underrättad om de särskilda föreskrifter, som kan finnas utfärdade, samt om de risker som bedöms föreligga vid aktuella arbetsplatser innan arbetet påbörjas.
<b>Ersättare vid frånvaro:</b>	<i>Arbetsledare</i>
<b>Kund/mottagare:</b>	Entreprenör
<b>Redovisande dokument/ Leveransobjekt:</b>	Tillståndsgivning Entreprenörer 247.1 B4 Blankett för Arbetstillstånd, 247.1 B3
<b>Källor/input:</b>	
<b>IT-stöd:</b>	
<b>Antaganden:</b>	

## FOREWORD

Möln dal Energi strive that health, environment and work safety shall be an integrated part in everything we do. No works is more important or hurry so safety can be put aside. The purpose of this procedure is to inform all contractors that perform work at Heat and Power about the health and safety rules that are applicable at Möln dal Energi. This document shall be read and signed by all workers once per year or after important changes to the document have been made. Confirmation of that the document has been read is made on form "Tillståndsgivning Entreprenörer, 247.1 B4" (Permits for Contractors).

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## RESPONSIBILITY

The person named in the order is responsible for ensuring that the contractor is informed about the applicable work environment procedures. The contractor/employee is responsible for obtaining information about any special rules that may have been issued, as well as the risks assessed to exist at the concerned workplaces, before work begins. The contractor agrees to communicate such procedures to any subcontractors.

## RESPONSIBILITY FOR COORDINATION

Mölndal Energi AB is responsible (unless otherwise agreed) for coordinating the work environment in accordance with Chapter 3, Section 7 of the Swedish Work Environment Act. As such, the company is responsible for coordinating measures to protect against ill health and accidents in shared workplaces at the plant. However, this does not in any way exempt the individual employers (the contractors) from responsibility for their employees. All employees at the workplace are obligated to follow the instructions issued by the coordination supervisor.

## WORK SAFETY COMMITTEE

Meetings are held and inspections are conducted as agreed and in compliance with directives from the coordination supervisor in each individual case. All accidents shall be reported to the management at Mölndal Energi.

## SCOPE

These work environment procedures have been prepared for contractors and their employees working at Mölndal Energi's energy production plants. The procedures include general safety rules and other regulations that apply to all personnel working at the plants. In addition to these rules, certain workplaces have also issued local rules and regulations that apply in individual circumstances (notification is given). In addition to these work environment procedures, other procedures established within Mölndal Energi may also apply.

These work environment procedures are also available in Swedish (document 108.2a). Both versions can be downloaded as pdf-files at SSGs

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website at <http://www.ssg.se/entre/Anslutna-industrier/Energiindustri/>.

## SAFETY INTRODUCTION

Mölndal Energi is taking part in a Health- and safety program called SSG Entre. The program is an interactive internet based safety course for contractors.

The SSG Entre Basic Course is required for carry out work at Mölndal Energi. The course ends with a test and upon passed test an SSG Access card will be issued by SSG. The pass number shall be entered in form Permits for Contractors. For additional information about the SSG Entre program please visit [www.ssg.se](http://www.ssg.se).

SSG Entre is not required for the following works:

- Transportation of material (i.e. fuel, waste, ash, additives)
- Housekeeping in offices
- Special works where staff from Mölndal Energi is present.
- Emergency works after agreement with staff at Mölndal Energi.
- Site visit which is not including any practical work such.

## ELECTRONIC ATTENDANCE RECORDER

During the outage period Riskullaverket is considered by the Swedish tax authority as a construction site, meaning that it is compulsory that there is an Electronic attendance recorder on site that register entries and exits. For larger projects separate from outage periods designated work areas can be classified as “construction sites” and hence electronic attendande recorder be used for the specific project. The system that Mölndal Energy is using is called ID06. All contractors and their Companies shall in advance be registered in the ID06 system.

## WORK PERMITS

Form 247.1 B3 is used as a work permit for personnel and contractors conducting work at our plants. A phone number to each person shall be included in the form.

A work permit is issued by the control room or management at Mölndal Energi. The form shall be signed by both Mölndal Energi and the person who is carrying out the work prior to any work is started. When the work

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is finished the form shall be signed again as confirmation. The form remains current until the work is completed.

If the work requires a “hot work permit”, reference is made to the work environment procedure Hot Works, 247.10.

If the work is to be conducted in category **EX** areas, the work environment procedures Dust Explosion, 247.5 and Solid Fuel Handling, 247.6 apply.

For using the following machines separate permits are required in accordance with the form Permits for Contractors. The permits are issued by the management at Möln dal Energi.

- Front end loader
- Overhead crane
- Skylifts
- Lifting truck

Before the permit is issued proof of relevant training shall be shown.

## RECEIVING CONTRACTORS

Upon arrival at the plant, the contractor shall contact the person named in the order. This person shall go through the applicable work environment procedures with the contractor and explain the layout of the workplace. For larger projects, it is often preferable to go through certain parts of these regulations and guidelines for safety work at a preparatory meeting with the occupational safety engineer and/or safety representative in attendance. For larger projects, the work environment procedures must be signed for by each contractor and the acknowledgement slip archived by the person named in the order until the work is completed.

The Contractors shall daily check in and check out at the Control room at Riskulla KVV. When performing work at external sites other procedures can be agreed with responsible persons at Möln dal Energi.

## GENERAL

### Work Area at Riskulla plant

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An overview map showing staff facilities, building names, etc. is attached to this document.

### Personal Protective Equipment

Personal protective equipment approved by the Swedish Work Environment Authority shall be provided to all personnel working at the companies engaged to conduct work in the work area. This personal protective equipment shall comprise, at a minimum, the following: eye protection, hearing protection, safety helmet or hard hat, high visibility waistcoat, rubber boots, protective footwear (nail-proof and steel toecaps), respiratory protection (half-face mask type), protective gloves (leather), rubber gloves and warm jacket or overalls. Clothes have to be fluorescent with long arms and legs. Eye protection shall be used during work at the plants. Employees are responsible for the care of their personal protective equipment.

### Measures in case of accidents

In the case of an accident, call the fire or ambulance service on 112. The requested emergency vehicle should be met at the specified address and guided to the site of the accident.

### Accidents below ground

Inform the fire service that an “UNDERGROUND ACCIDENT” has occurred and provide the correct address. If anyone loses consciousness in a chamber, emergency service personnel will conduct life-saving measures on the casualty. If need be, personnel from Möln dal Energi will assist with directions, shutting valves etc.

## SAFETY AND SECURITY RULES

Protective measures during work on machines, lifting equipment, conduits, boilers, cisterns and the like:

### 1. Machines or devices with moving or electrified parts

For all work on machines or devices with moving or electrified parts, the power supply shall be shut off and locked down.

The person performing the work is responsible that the machine is locked by padlock on the safety switch/maintenance switch. The padlock shall be marked up with name, company name and telephone number. When the work is finished the padlock shall be removed by the same person.

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All machines directly or indirectly connected to the work place which can release gas, steam, fluids or other media or energies shall also be disconnected and locked out.

## 2. Repair work on pipe systems in production plants

a) Before starting, directives for conducting the work shall always be retrieved from those in charge, who first check that outages, drainage etc. have been implemented before giving the go-ahead.

b) If work is to be conducted on a pipe between two valves, or if it is difficult to establish whether the conduit is pressurized, **EXERCISE CAUTION!** Attempt to drain the conduit.

c) If factors are discovered that may pose a threat to safety, report immediately to those in charge.

d) When working on pipes that contain corrosive liquids or gases, exercise extreme caution. Information on special risks, protective equipment and so on shall be gathered from those in charge and the appropriate safety data sheet.

## 3. Repair work in boilers, vessels and the like

a) Before starting, directives for conducting the work shall always be retrieved from those in charge, who first check that outages, drainage etc. have been implemented before giving the go-ahead.

b) Thorough ventilation of confined spaces before work begins. Use fresh air fans, open more hatches etc. if possible.

c) Be particularly careful to find out whether the object to be repaired has contained any substance or product that can give rise to hazardous and/or flammable/explosive gases, such as ammonia. For work in such places, the use of compressed-air apparatus or other respiratory protection is often required. Lifelines shall be used and someone shall stand guard outside the cistern. Only electrical equipment designed for 24 V may be used. Alternatively 230 V fed from a "safety transformer" may be used.

d) Prior to any work inside spaces containing fuel a check with a gas analyser shall be performed.

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e) For work in combustion chambers, investigate whether there is a risk of ash build-up falling down.

#### 4. Work near hot surfaces or hot materials

For work near hot surfaces or hot materials, such as bottom ash handling, caution shall be exercised. Wear full-body clothing and protective gloves.

#### 5. Work at fuel reception

During pauses or work with open doors, fuel reception doors shall be cordoned off with riot barriers. When doing work on the fuel feeder in the reception hall the overhead cranes shall be locked out.

#### 6. Working alone

Working alone with works situation that might include any type of any risk to health is not allowed. If this type of work needs to be performed the staff at MEAB shall be informed in order to take necessary means. Example of such work situations includes work on rotating machines, conveyors, shredders or work near systems with hot steam or water.

#### 7. Front end loaders, overhead cranes, forklifts etc.

Contractors may not - without permission and instructions to do so - operate the Mölndal Energi's wheel loaders, overhead cranes, forklifts etc. Nor may contractors use Mölndal Energi's machines and tools, with the exception of hand tools. In order to gain permission, training equivalent to that of Mölndal Energi's personnel is required.

#### 8. Flammable goods

The storage of flammable goods is subject to the requirements of the concerned authorities and also requires permits and instructions from the fire authorities. Flammable goods shall be stored in marked up cabinets.

#### 9. Electrical equipment, machine tools and the like

For the connection of electrical equipment, machine tools and the like, see the work environment procedure Electrical Equipment, 247.4.

#### 10. Order at the workplace

The contractor is responsible for keeping things in order at and around the workplace. Once the work is completed, the workplace shall be cleaned and tidied.

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## 11. Workman's huts

Workman's huts and the like may only be erected at designated areas. The area around the huts shall be kept in order and the huts shall be available for inspection.

## 12. Scaffolding and work at heights

The risk of employees falling to a lower level must be prevented. If necessary, protective barriers, work platforms, crane baskets or scaffolding must be used. Extra care must be taken with regard to the risk of falling to a lower level if the difference in height between the levels is over two metres.

Scaffolding must be equipped with protective barriers. Protective barriers must be strong and sufficiently high, and have at least an end-board, a main handrail and an intermediate handrail, or provide equivalent protection in accordance with applicable directives from the authorities and complemented with any equipment deemed necessary by the supervisor. Scaffolding over two meters shall be built by qualified scaffolding builders. If scaffolding cannot be used, some other form of fall protection must be used, such as a safety harness bearing the CE marking. During erection of scaffolds or other work at heights, the area surrounding the work place shall be blocked off if any risk of falling material is foreseen.

In the case of all work involving a risk of falling through a roof or into a hole, opening or similar, a protective structure against falling must be set up, e.g. a cover, protective barrier or cordon. If a suitable protective structure cannot be used, a CE-marked safety harness with a rope must be used or other safety arrangements must be made. The rope must be anchored securely. Personnel working with this type of safety equipment must have been instructed in what to do when someone falls and is hanging in the harness. With work of this kind of safety equipment a safety guard shall be appointed and present at all times.

A protective covering over a hole, opening or similar must be secured so that it cannot be removed accidentally. It must be clearly and permanently marked to indicate that it is a protective structure against falling.

If, while working, employees become aware of a particular risk of falling, the work they are carrying out must be changed or discontinued, as appropriate, and the danger area must, if necessary, be sealed off



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until the risk has been eliminated. If work must be performed within the danger area, special protective measures must be taken.

If the protective structure must be removed temporarily to enable work to be performed, this may be done only with the consent of those in charge. The structure must be replaced as soon as possible.

Caution shall be exercised to prevent materials, tools etc. from being dropped and causing personal injury or material damage.

### 13. Tools

Tools etc. ought to be locked away when not in use.

### 15. Smoking, alcohol and drugs

Alcohol and drugs may not be brought into or consumed at Mölndal Energi AB's work areas. Persons under influence of alcohol or other drugs will be expelled from the area. Random alcohol and drug test may occur without any suspicion of persons being under influence.

Smoking is only permitted at designated areas. These areas are located at the east side of the Power plant building and west side of the Hot water plant.

### 15. Entry and exit, traffic etc.

Applicable sections of the road traffic regulations apply to traffic inside the area. Note: Maximum speed of 20 km/h. However, in many parts of the area, even lower speeds are required - even if no signs are in place.

Cars and bicycles may only be parked in designated areas. Main parking is entered through gate no 4. Only loading and unloading of cars is permitted at other areas of the site.

Carrying passengers on vehicles not intended for this purpose is prohibited.

A safety zone of six meters shall be kept to all transportation vehicles on site.

### 16. Fire protections

Fire extinguishing equipment is located around the plant, intended for the initial, rapid response to fires or the risk of fire by personnel at the scene. This equipment is intended for the premises or department where

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it is located and may not be removed so as to be on hand in other areas, such as when welding or similar work is conducted.

The contractor is responsible for any fire extinguishing equipment required by the contractor's activities. To the extent that the afore-mentioned equipment with its current placement is insufficient or lacking in the concerned workplace, contact those in charge for necessary measures to be taken.

### 17. Gas analyzer

Spaces for fuel or other confined spaces shall be checked by means of a gas analyzer before entering. Analyzer is kept at the control room. Examples of such spaces are fuel silo, ash silo, fuel reception hoppers and fuel conveyors. The gas analyzers is used to check that the oxygen level is high enough. The analyzer can also measure carbon monoxide, hydrogen sulphide and combustible gases. The proper function of the analyzer shall be verified before use.

### 18. Temporary lifting equipment

Temporary lifting equipment such as hoses, lifting chains, lifting pulley blocks etc shall perform yearly inspections. The proof sign of the inspection date shall be visible on the equipment.

## FIRE PROTECTION REGULATIONS

The fire protection regulations for Mölndal Energi AB apply to all remodeling and construction work and to all repair work at Mölndal Energi.

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### 1. General

Preventative fire protection combined with keeping things in order at and around the workplace are of considerable importance to minimizing fire risks. As such, everyone needs to help keep things in order in the building or plant that is being constructed, remodeled or renovated.

Keep transport routes and emergency escape routes free from stored items.

Do not block sprinkler systems, fire appliances and fire hydrants.

As far as possible, keep spaces between buildings free from flammable objects in order to prevent fires spreading and to facilitate access for fire service vehicles.

### 2. Temporary Arrangements

Unnecessarily large bundles of electric cables for construction and installation work are to be avoided due to the increased risk of combustion and the possible hazard in the case of evacuation. Cable bushings ought to be sealed as soon as possible already during construction work.

Huts, stores etc. located outdoors should be made from non-combustible material.

### 3. Combustible Temporary Constructions

In order to reduce the fire load, as far as possible props, scaffolding and formwork ought to be made of steel material. Indoor storage should be avoided.

Temporary floors constructed from combustible material shall be replaced as soon as possible.

### 4. Packaging

As far as possible, unpacking should be done outside the building. Packaging from machine components and the like shall be removed from the building as soon as possible and placed in the appropriate container.

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## 5. Waste

Waste shall be taken from the building as soon as possible and placed in the appropriate container.

## 6. Flammable Goods

Flammable goods shall be kept separately from ignition sources. Depending on the amount stored in the storeroom, the chief fire officer at MEAB may need to be notified.

Store flammable liquids in metal cabinets; use explosion-proof containers.

Avoid using petrol, thinner and similar Class 1 flammable liquids for cleaning, pasting and the like.

Ensure that dried and other substances that can cause spontaneous combustion or that produce ignitable vapours are stored separately to increase safety.

Ensure that fire extinguishers are available where flammable liquids are handled or stored.

Fuel tanks, such as farm tanks and the like, may not be set up in the area without permission.

Paint that produces highly flammable vapours may not be used to paint premises at the same time as work that could ignite such vapours is underway. In case of uncertainty, contact those in charge.

## 7. Firewalls and Other Sectioning

Holes made in walls and/or beams must be refinished immediately, whether temporarily or permanently.

Check that fire doors etc. are easily closed and are not blocked. Electric cables and hoses may not be run - even temporarily - through fire doors. Fire doors etc. shall always be closed out of working hours.

Vehicles, forklifts and other work machines may only be taken into the building once special permission has been granted. Moreover, they may only be parked/set up in designated areas.

## 8. Emergency Escape Routes

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Emergency escape routes must not be blocked. Emergency escape routes are shown on the evacuation plans posted around the plants. Emergency escape routes are also marked out at each plant.

## 9. Accessibility

Temporary electric cables and hoses shall be routed so as not to comprise an obstacle in the case of evacuation. If a large number of people are expected to be in one and the same place at the same time, the emergency escape route must measure at least 2 m in height and 1 m in width.

## 10. Temporary Buildings

In order to minimize the risk of fire spreading in the case of a fire, temporary buildings must stand at least 12 m from other buildings and stored items.

Stored items comprising flammable goods, explosives and similar items must be placed at a safe distance from other objects, such as huts, so as to provide a small risk of any fire spreading.

Storerooms for flammable and explosive goods are to be constructed and organized in accordance with applicable ordinances.

## 11. Lightning

Fire due to a lightning strike during the construction process cannot be ruled out. The risk of a direct lightning strike is greatest in construction cranes and other objects located at a height. As such, in order to reduce the risk of damage construction cranes ought to be earthed, as should scaffolding and formwork be.

## 12. Welding, Cutting, Grinding and Similar Work

During gas or electric welding and cutting, soldering, intensive finishing with fast-moving tools or other work that entails hazardous heat generation, the concerned personnel shall have been trained in “hot work”.

Particular caution shall be exercised when welding near open shafts and when welding on pipes that can conduct welding sparks down long and hazardous routes. In the latter case, seals made of incombustible material must be put in place.

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Always turn off the gas valves during pauses (breaks, for example) in welding and cutting work.

In addition to this, the following shall be followed:

Before Hot works can be performed hot work permits shall be issued. Responsibel for such permit is normally the control room staff or management at Mölndal Energi if having the authority. Only certified hot work operatives must perform hot works.

For larger jobs involving several staff and permits for the same company Mölndal Energi can delegate the responsibility for issuing the Hot work permits to the site manager. For all Hot works the procedures described in the routine "247.10 Hot Works" shall be followed regarding permits, checks, fire-watchers etc.

During hot work, the welder's supervisor shall inspect the site before work begins and issue the necessary welding permit. In areas that pose a fire hazard, the supervisor also ought to inspect the site and, if deemed necessary, provide written instructions and/or ensure that a welding guard is appointed. Welding work ought to be completed one hour before the workplace is vacated. Otherwise, a welding guard must be arranged.

### 13. Other Handling of Flammable Goods

In the event that flammable or Class 1 goods must be used in conjunction with any work tasks inside the building, a container that is no larger than 5 litres ought to be used. Moreover, all flammable and explosive goods shall be stored in special separate storage spaces at a safe distance from the construction site or in special fire-resistant storage spaces.

### 14. Apparatus for Liquid Fuels

An air heater or building dryer standing on a combustibile surface shall be placed in a metal box with sides measuring at least 10 cm in height. The box must reach at least 300 cm outside the heating apparatus. The entire base shall stand on a non-combustibile pedestal measuring at least 10 cm in height made of brick or similar material.

A heating device for solid, liquid or gaseous fuel must be positioned so that combustibile material cannot get close to the device.

### 15. Welding Gases and Other pressurized gases

#### Oxygen/Acetylene gas

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Oxygen and acetylene gas cylinders, which increase the risk of fire and explosion, are handled in several places. It is **prohibited** to use oxygen instead of compressed air for blow cleaning. Special sites are arranged for storing oxygen and acetylene cylinders when not in use. Oxygen cylinders ought to be equipped with backflow check valves, just like acetylene cylinders.

### LPG

LPG is not particularly poisonous, though a high concentration entails a risk of suffocation. However, improperly handled, LPG poses a high risk in terms of fire and explosion. LPG is heavier than air, which means that even an inconsiderable leak can accumulate near the floor and form a mixture that can be ignited by a match, cigarette end or welding spark. Due to its weight and tendency to “run” away, it can take some time before a person becomes aware of a leak, even though LPG has an added ingredient with a special odour.

### Other process gases

Within the plants, a number of gases are used to test processes and measuring instruments. The actual gases are not combustible, but the pressurized cylinders can explode if heated. These gas cylinders must be stored in their designated places.

### Storage of gas cylinders at Riskulla

Gas cylinders used for welding and cutting shall be stored overnight at the gas storage located outside next to the work shop. The storage is marked up with warning signs.

If lack of space in the gas storage, additional temporarily outdoor storage places will be arranged by Mölndal Energi. This will be marked up with signs.

Gas cylinders for emission monitoring instruments are placed in the CEM-building.

## **16. Automatic Fire Alarms and Sprinklers**

For welding, soldering and other work that gives rise to smoke or heat, personnel shall report before the work is begun and once the work is completed so that any automatic fire alarms can be deactivated and reactivated respectively. Any work

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on fire protection systems or fire water pipe systems shall be reported to the control room staff.

### 17. In Case of Fire

Immediately call the fire service on 112. Calmly and clearly inform the operator of what is on fire and the extent of the fire. The address to Riskulla CHP is:

Riskullaverket  
Mölndal Energi  
Aminogatan 21  
Mölndal

Make sure that someone meets the fire service at the specified address. All personnel except control room staff shall immediately evacuate. A. Before leaving close doors to minimize the spreading of the fire and check that no one is left behind. Help those in danger and warn others. When the fire alarm is set off the elevators must not be used. The stairways shall be used instead. Assembling point is outside the fuel reception building.

Gas cylinders shall be removed to a safe place if possible. This means in the following order:

1. Place the gas cylinders outside the building.
2. If the above not possible place the gas cylinders as close as possible to a door leading outside. This makes it easier for the fire department officers to remove the cylinders.
3. If any of the above not possible place the gas cylinders in a fire cell where it is less likely that the fire is reaching.

Inform the personnel responsible for the evacuation where the gas cylinders are located.

During normal\* office hours the alarm is delayed for 10 minutes before it is transferred to the fire department. That means in case of fire the Fire department shall be called immediately contacted at SOS number 112. The manual fire alarm push buttons sends the alarm signal direct to the Fire department.

*\*Normal office hours means periods when the plant is manned 24 hours per day. During summer outage the plant is not manned 24 hours and during the period without manning the alarm is transferred direct to the Fire department.*

### 18. Addresses to external facilities at Mölndal Energi

Valåsdalens panncentral Granitvägen 1	Brandstationens panncentral Torggatan 2
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437 32 Lindome	431 35 Möln dal
	Fjärrkylecentral Berget Frölundagatan 27 431 30 Möln dal
Panncentralen på AstraZeneca Pepparedsleden 1 431 53 Möln dal	Pumpstation PST 1 Balltorp Gundefjällsgatan 431 51 Möln dal
Pumpstation PST 2 Kållerød Ekenleden/Labackavägen Kållerød	Pumpstation PST 3 Gunnebo Gunnebogatan 431 66 Möln dal
Gränskammare Eklanda Vändplats vid Eklanda Torg Möln dal	Gränskammare Krokslätt Ebbe Lieberathsgatan 29 41265 Göteborg

## ENVIRONMENTAL RULES AND POLICY

Möln dal Energi is certified according to ISO 14 001.

All contractors who performs work at Möln dal Energi, shall read and understand our Environmental rules and policy and follow them.

### Environmental rules

The following *shall be followed*:

- Laws and other rules related to environmental matters have to be followed.
- The Contractors Company shall have an Environmental management system which regulates their work.
- All chemicals listed in REACH Candidate list of substances or KEMI:s PRIO Phasing-out list shall be presented to Möln dal Energi. Risk assessment shall be performed for all chemicals used.
- Those who are transporting waste shall make a special notification or have a special permit. Hazardous waste must not be mixed with other material or other types of waste. Waste shall be sorted and taken care of by a competent company.

The following is *recommended* to be followed:

- Environmental friendly products shall be used.

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During the work Mölndal Energi have the right to check that the rules and policies are followed.

### Environmental policy

Mölndal Energi is companies which with passion for the environment fulfill our customers need of electric power, district heat and other services. We shall be competitive and appreciated by our customer for our active environmental work. We shall always fulfill applicable laws and rules and strive to improve our company's environmental performance and minimize all kind of pollutions. We shall always help our customer to make environmental friendly decisions.

Our daily work shall include the following guidelines to minimise our impact on the environment:

- Increase the amount of renewable energy
- Limit the emission to water, land and air
- Optimize the energy consumption
- Decrease the impact on the environment due to our transportations
- Include environmental criteria in the product or services we purchase
- Offer our customers products which minimize the impact on the environment and the climate

### RELATED DOCUMENTS

Permits for contactors - Tillståndsgivning Entreprenörer 247.1 B4

Work Permit form - Blankett för Arbetstillstånd, 247.1 B3

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			<b>Sida (av)</b> 19 (21)

### Version history

<b>Version</b>	<b>Date</b>	<b>Comment</b>	<b>Sign</b>
17	2015-01-23	<ul style="list-style-type: none"> <li>• Frequency for reading this document added</li> <li>• SSG Entre requirement changed</li> <li>• Car parking rules changed</li> <li>• Storage of gas cylinders changed</li> <li>• Adresses to external facilities added</li> <li>• Mölndal Energis Environmental Rules and Policy added</li> <li>• Daily checking-in and checking-out procedures added</li> <li>• Reporting of accidents added</li> <li>• Work permit procedures changed</li> </ul>	UE
18	2015-06-08	<ul style="list-style-type: none"> <li>• Wording on "Alcohol and drugs" changed.</li> <li>• Instructions for gas cylinders in case of fire added.</li> <li>• Address to external plant "Stubben" removed</li> </ul>	UE
19-20	2016-06-20	<ul style="list-style-type: none"> <li>• Work alone added</li> <li>• Storage of flammable goods changed</li> <li>• Environmental policy changed</li> <li>• Work with electrical equipment changed</li> <li>• Work in receiving hall changed</li> <li>• Work area overview map attached</li> <li>• Other minor changes</li> </ul>	UE
21	2016-07-04	<ul style="list-style-type: none"> <li>• Changes in SSG</li> </ul>	AM
22	2016-11-28	<ul style="list-style-type: none"> <li>• Wording on the purpose of this document</li> <li>• Electronic attendance recorder</li> <li>• Smoking rules added</li> <li>• Requirement on temporary lifting equipment</li> </ul>	UE
23	2017-09-21	<ul style="list-style-type: none"> <li>• Wording on use of gas analyzer changed.</li> <li>• Electronic attendance recorder changed.</li> <li>• Wording on Hot works changed.</li> </ul>	UE

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## Work area overview

Mölndal Energis Ledningssystem  
Processhandbok - Kraft och Värme

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# RISKULLAVERKET

