

25.5.2023

Welcome to MM Kotkamills. Please follow these instructions and regulations in order to ensure the safety of yourself and other persons moving and working at Kotka mill area.

- All our contractors and visitors have a named contact person.
- You will receive password from your host for a security training program that you must complete before applying for a passing permit coming to mill. Link to introduction <https://elearning.fi/kotkamills/>
- After completing the safety training, you can apply for a passing permit at mill <https://visy.kotkamills.com/kmpyynto/start.do>
- Bring your own personal safety equipment. It is mandatory to wear a safety vest / clothing when walking in the factory area. Other protective equipment required are safety shoes, a helmet, eye and hearing protection, as well as protective equipment depending on your task.
- If you are coming for the first time, stop at the main gate at Norskankatu 6 for more detailed instructions. In the pass confirmation message, you have received a PIN code that is valid for the duration of your stay. The PIN code is used to acknowledge your entry into and exit from the mill area at the port reader. If you can't find it, you can also ask for the PIN code of your pass at the main gate.
- Board and paper production hall area requires compliance with area specific product safety instructions.
- Main rule for arrival in the mill area is by walking but in case if you have to get a driving authorization to the mill area, follow the traffic rules and beware of truck, train and forklift traffic, as well as pedestrians. The speed limit in the mill area is **20 km/h**.
- In case of fire or chemical (gas) incident, please follow the instructions given by your host person and by the rescue team.
- Photographing and videotaping in the mill area are prohibited.
- Smoking is prohibited in the whole mill area.



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KOTKAMILLS

KOTKAN TEHTAAT

KOTKAMILLS

Rakennusaikaiset kulkureitit



