

**How we together  
may prevent and manage  
the spread of the coronavirus during the  
outage at unit 03**



## Summary

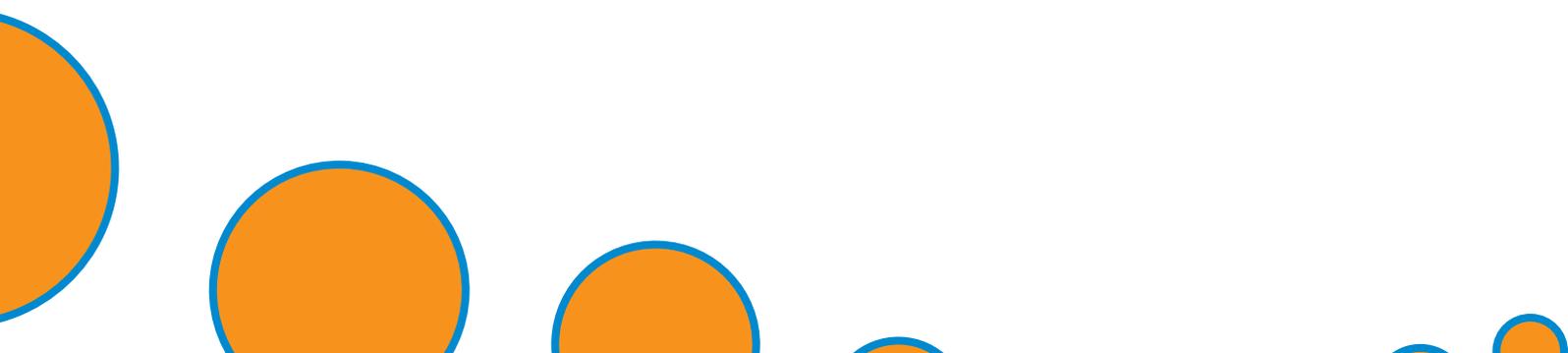
**During the annual outage at unit O3 during the period 1 August until 26 October, major projects will take place, such as the installation of an independent core cooling system and replacement of rectifiers. These are business sensitive measures with top priority, which will be performed under the conditions brought on by the current pandemic. With this document, OKG wishes to provide important information about how we together may complete the measures during the outage in a successful manner while at the same time prevent and manage the risks associated with the Coronavirus.**

The annual outage ensures the nuclear safety and availability of our plant for the following operating cycle. The outage period for unit O3 has been extended in order to reduce the risk of spreading the virus, Covid-19. The aim is to spread out the works over time to minimize the number of personnel working at the plant at the same time. This is also done in order to prevent queues from forming at verified bottlenecks, such as at the entrance building. We have thus decided to adjust the times for the start and end of the working day, which for instance also makes it possible to schedule access and coffee/lunch breaks.

The measures are taken in accordance with OKG's comprehensive approach in order to prevent the spread of the virus at our plants. The approach observes the advice and recommendations on social distancing provided by the national health agencies. For this purpose, the major part of the OKG personnel has been telecommuting to the extent possible since a few months, which will also continue into the autumn. Additional measures in order to make it easier for everyone to keep a safe distance are for instance different kinds of physical distancing regulations implemented for the entrance building and the restaurant.

It is extremely important that everyone who works within our activities, internal personnel as well as contractors, observes the advice and recommendations provided by the national public health agency. At our workplace we therefore encourage everyone to protect themselves as well as others by staying home at the slightest sign of illness, such as a sore throat, temperature increase/fever or cold symptoms. We are expected to keep a safe distance from one another at circa two metres, and we should wash our hands often with warm water and soap for at least twenty seconds. You will receive specific information about these rules of conduct upon your arrival at OKG, a document that you are also expected to sign.

Even though this document describes various forms of measures in order to prevent the spread of the virus in the form of protective equipment, principles of accommodation and travel to and from the workplace, we would like to emphasize that the most important factor in order to prevent the spread of the virus is the personal responsibility. OKG thus expects supervisors to thoroughly go through this document with each and every one of their personnel who will work at OKG during this year's outage.





### Important information channels

Keeping yourself updated is generally important, but during the current emergency it is even more important. Information about the prevention and control of the virus at the plant will to the most part be provided in English. This includes floor stickers, posters, signs and information displayed on video monitors throughout the plant. All personnel are also expected to download the OKG app, where information will be provided in Swedish and English. It is also important that you keep yourself updated through the website, [www.okg.se](http://www.okg.se), where a great deal of information is also given in English, for instance about accommodation, training and protective equipment.

If you need to contact anyone at OKG on issues concerning measures taken to prevent the spread of the coronavirus, please call the hotline on tel. 076-762 36 54.

### Upon arrival at OKG

On account of the current pandemic, it is extremely important that you observe the existing regulations and procedures as well as the new ones in force in connection with working at OKG. The prevention and control of the coronavirus at OKG is to the major part based on making it possible to keep a safe distance from one another. This means that it is important that you arrive at the plant at the hour you have been assigned.

The scheduling of arrival times is based on several timeframes and by arriving at the plant at the set time you will help us reduce the risk of queues forming at the existing bottlenecks, such as at the entrance building. It is also very good to come prepared by bringing the certificates and documents required for access to the plant. You must also complete the interactive training required before your arrival, stipulated in this document. When you first arrive at OKG, you will receive additional information about the rules of conduct during the pandemic, a document that you are expected to read and sign for the sake of yourself and your colleagues.

## How to prevent the spread of the virus

Effective prevention and control of the virus is dependent on the personal responsibility placed on all of us. Observing advice and directions provided in connection with work and recreational activities is one of the conditions for minimizing the risk of spreading the virus. Keeping a safe distance from one another and washing your hands often are the most important measures required. You shall thus wash your hands often and thoroughly with warm water and soap.

If washing your hands is not possible, there will be an alternative available in the form of hand sanitizer. Carefully rub the hand sanitizer on your hands until dry. You should wash your hands when changing work tasks, after you have been outside, before eating, after you have been to the bathroom, after coughing or sneezing, and after smoking. Cough and sneeze into the elbow in order to reduce the risk of spreading infection.

Do not shake hands, keep a physical distance on circa two metres from one another and reduce the number of social contacts to the extent possible. Use the protective equipment offered as a supplementary measure to the above when necessary.

In order to help you stay healthy, OKG has reinforced the procedures concerning the cleaning of contact surfaces.



## If you feel unwell

OKG has issued a procedure to be followed in the event that you experience any symptoms before, during or after work. The basic rule is to stay home from work at the slightest signs and symptoms of infection.

If you start to feel unwell while at work, even if your symptoms are mild, it is important that you immediately inform your supervisor and go home. Please try to avoid contact with others when doing so.

There are then three scenarios:

- Symptoms that disappear within 24 hours: no testing for Covid-19. Return to work when you no longer feel any symptoms.
- Symptoms for more than 24 hours: If you're a Swedish citizen: order a test via [1177.se](https://1177.se) / if you're not a Swedish citizen: contact the nearest health center by phone to schedule an appointment for testing. Isolate yourself while waiting for your result. If positive stay home for at least 7 days, 2 of those without fever.
- Symptoms for more than 24 hours: if you're a Swedish citizen order a test via [1177.se](https://1177.se) / if you're not a Swedish citizen contact the nearest health center by phone to schedule an appointment for testing. Isolate yourself while waiting for your result. If negative go back to work when you no longer have any symptoms.

## **Accommodation and spare time**

**OKG has increased the cleaning of accommodations offered by the company. In order to make it easier to keep the social distance required, garden furniture will be placed outside the accommodations.**

Accommodation will primarily be arranged in Söråbyn at the site and at Hägnad in Figeholm. Accommodation will also to the extent possible be arranged so that you stay with the people you work with. The smaller the group you spend time with at work and in your spare time, the smaller the risk of being infected or spreading the virus.

Increased cleaning at the accommodations is applied focusing on the contact surfaces. The arrangement of furniture in the cabins has been looked into in order to enable social distancing. Socializing outdoors is preferred, and in Söråbyn there will be additional garden furniture available. Please observe that the recommended social distance applies to outdoors as well.

Upon your arrival, you will receive necessary information about the accommodation, such as important phone numbers and the names of contact persons. You shall also read OKG's policy on drugs and alcohol in connection with working at the nuclear power plant. A drug-free workplace requires zero tolerance in connection with working at OKG.

## **Training**

**In the event any training sessions are scheduled in a classroom, the number of participants will be heavily reduced and breaks will be scheduled at different times in order to minimize social contact.**

The training requirements for personnel who will work during the outage and for those working at the plant are the same. Changes have, however, been made concerning how certain training is performed.

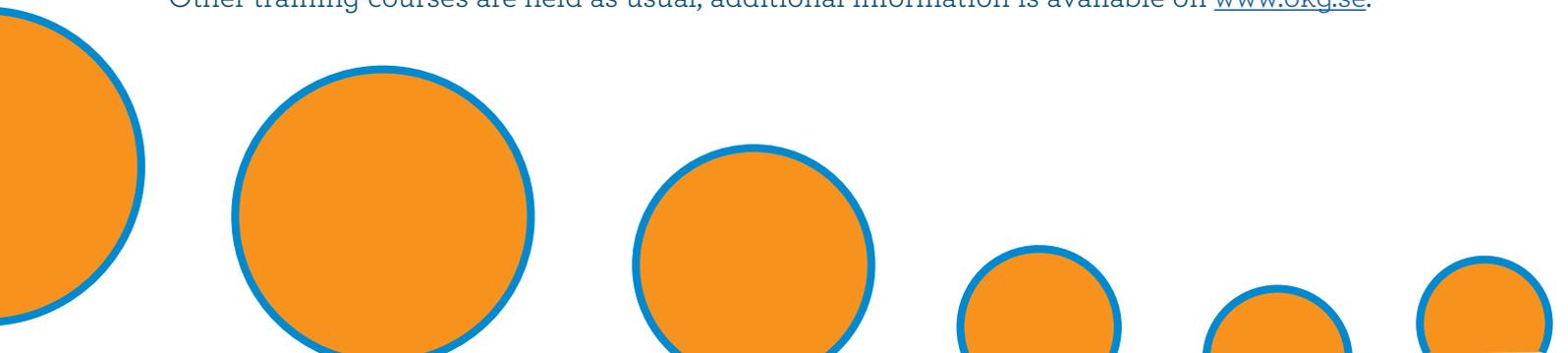
Radiation protection in practice, basic training and Radiation protection §7 basic training, are performed as usual on site. In order to register for any of these courses or if you have any questions, please contact [utbildning@okg.uniper.energy](mailto:utbildning@okg.uniper.energy).

Radiation protection in practice, re-training is web-based and shall be completed in the system Plateau or on [www.okg.se](http://www.okg.se) before arrival.

Radiation protection §7 retraining is completed in Plateau on your own computer (only works in Internet explorer), a code to start the test is required, which is obtained from [utbildning@okg.uniper.energy](mailto:utbildning@okg.uniper.energy).

In due time before the starting date of your work, please send the certificates of completed re-training courses to [utbildning@okg.uniper.energy](mailto:utbildning@okg.uniper.energy), for registration.

Other training courses are held as usual, additional information is available on [www.okg.se](http://www.okg.se).



## **Travel to and from work**

**Due to the current pandemic, the national public health agency advice against public transport, and in order to prevent the risk of spreading the virus, OKG also recommends that travelling to and from work takes place by car.**

Social distancing is an effective tool used to protect yourself as well as others from the virus. OKG aims to create the conditions required to keep a safe distance from one another at the workplace as well as at the accommodations provided by the company. Generally, we recommend car-pooling between the accommodation and the workplace, but during the current pandemic this entails a risk factor. You should thus consider alternative transportation where social distancing in the form of a physical distance from one another on at least 1 metre is possible. Bear in mind that even only fifteen minutes in such a limited space as in a car means that all the passengers breathe the same air.

## **Protective equipment**

**Everyone coming to OKG in order to work during the outage will be asked to sign that they have read the rules of conduct stipulated in order to prevent the spread of the virus. The information is based on OKG's expectations concerning personal responsibility to minimize the risk of infection.**

OKG has in consultation with experts on infectious disease control examined the protective equipment which in ordinary circumstances are used during work, such as gloves, coveralls, and safety goggles. For some of the work to be performed, it has been declared that there is a need of supplementary equipment, mainly for tasks where a safe distance may be difficult to keep. In order to reduce the risk of spreading the infection to your colleagues, everyone are in such cases recommended to use the water resistant face masks or the equivalent provided at the relevant places. This applies mainly in such circumstances where several people work in narrow spaces at the same time, but also personnel who will temporarily work in the control room must wear face masks. This is required in order to prevent the infection from spreading to critical personnel who work there on a daily basis.

## **Working hours and breaks**

**In order to create the best conditions possible for maintaining a safe distance from one another in connection with work during the outage, OKG has in the outage planning reduced the number of activities taking place in parallel and the working hours have also been adjusted by creating different timeframes for the arrival at the site.**

In connection with extending the outage, the planning of the same has been somewhat modified to spread out the activities during all hours of the day to a larger extent. This has been done in order to reduce the number of personnel present at the workplace at the same time. This also means that it is possible to limit the number of personnel arriving at the plant at the same time, subsequently preventing groups of people from gathering at the entrance or other places such as at the entrance and exit to the station.

In order to have the desired effect of the scheduling and timeframes, the arrival times at the plant in the mornings have also been adjusted. Access to the site is divided into nine different timeframes during the period 05:45–08:00. The supervisors are responsible for the set times of arrival at the site being observed. This is particularly important since the timeframes for coffee and lunch breaks as well as the times for the end of the working day are scheduled accordingly. This scheduling is done in order to possibly reduce the risk of spreading the virus, which large groups of people gathering at public places at the same time entails, such as in connection with breaks and entrance/exit.

## **Working conditions**

### ***The reception***

The reception at the entrance building is open on weekdays at 06:30-16:30. During the rest of the day, the supervisor at the security company shall be contacted on tel. 070-591 43 90, who at this time man the reception. Special timeframes will be arranged on days when a large number of people are expected, and information about this will be provided to the companies concerned in due time. Contact your contact person at OKG if you have any questions about the scheduled arrival times.

### ***Work meetings***

Daily operational review meetings during the outage are held in designated conference rooms and the personnel who in accordance with established procedures are allowed to participate include representatives from operations, operational support, maintenance and radiation protection. Participants who cannot participate physically do so through the teleconference system.

Other meetings held by the outage manager, such as planning group meetings and functional team meetings, are held in different conference rooms and only personnel required to represent the respective functions are expected to participate physically. Others may participate through the teleconference system.

### ***Material***

Delivery of material at the central service workshop (CSV), the storage in the active area and the turbine storage have been equipped with plexiglas at the counters.

### ***The work permit office (ABT) and safety permits (Skydd)***

Issuance and returning of work permits and safety permits takes place at the existing counters in the controlled area and non-controlled area. In order to minimize the number of people gathering at the counters at the same time, it has been decided that only the work leader may collect and sign for the work permits and safety permits. Extension of work permits is done at the planning function, and extension of safety permits is done at the radiation protection function.

Furthermore, only the work leader may extend the work and safety permits.

### ***The main control room (MCR)***

Access to the control room at unit O3 is restricted. Access is granted through authorization in the access control system and the current need for personnel to work in the area. Communication with the MCR shall preferably take place by telephone and the three step communication process shall be applied, managed by the shift team on duty.

Additional information about the procedures concerning meetings, material, the ABT and the MCR is available on site at OKG.