

Increased access requirements to facilities

Nordic Paper's goal is to strengthen our safety culture, improve the working environment and reduce risks, incidents and accidents in our workplaces.

As of **1/1/2022**, Nordic Paper also imposes requirements for completed and approved premises SSG Entrekurs – referring to our facilities in Bäckhammar, Säffle and Åmotfors. Requirements for SSG Entre Grund also apply. Requirements are also imposed on physical SSG Access card.

SSG Entre is a basic standardized training in health, safety and work environment. The training ensures that the contractor has good knowledge and risk awareness when working in an industrial environment.

SSG Entre Local Training Bäckhammar/Säffle/Åmotfors is the Nordic Paper's facility-specific course that provides additional knowledge about the facility's unique risks, rules and procedures. This training complements the SSG Entre Basic Course.

SSG Access cards are used at our facilities as entry cards and should **always** be accessible by the person who owns it. When entering the facility, the personal Access Card is read to confirm that the access requirements are met. If the trainings do not have an approved result, access to the facility will be denied. The access card is not an identity document, and the contractor must therefore also be able to present a valid ID/passport.

Information from SSG - How to:

1. If the contractor is not registered with SSG, a registration of the company must be made via ssg.se/nyentreprenor. For registration, the person who will be the administrator for matters related to SSG Entre is listed on the company.
2. The company now has access to the administration tool My SSG where the employees are registered and assigned the course. This registration can be carried out by the people that the company has registered as an administrator.
3. Each person who is registered receives a course participation code in order to log in to SSG's web and do the training. This applies to both the SSG Entre Basic Course and the local course. Both SSG Entre Grundkurs and local courses end with a certification or knowledge test.
4. The training is passed when the knowledge test is completed with an approved result. In order to order an Access card, a training must be assigned, and a photograph of the course participant uploaded by the administrator in My SSG. After that, the Access card is printed and sent by post to the customer's registered address within about a week.

Training fee is invoiced per assigned SSG Entre Grundkurs based on registered billing address. Local Entre trainings are free of charge. Visit ssg.se/entregrundkurs to see the current prices and other information about the trainings.

SSG support is available if you need help, for more information, call +46 60 14 15 10 or visit ssg.se/support.

Sincerely