

Information about ban on visits to SSAB Luleå

On March 11, SSAB Luleå introduced a ban on visits to SSAB due to Covid-19. The ban is in force in all our facilities in Sweden. We understand that questions may arise as to how we see the work of contractors and suppliers at the site and so have compiled this material which applies to SSAB Luleå.

Briefly, SSAB will restrict occasional visits. Wherever possible, these should be postponed or held in some other way, such as through a Skype meeting. Contractors that are required to carry out work that is critical for safety, production, projects or similar will be admitted to the site after consultation with the customer.

SSAB also calls for reflection on the employees chosen to carry out assignments on our site. We want to make it clear that like us, you must comply with the recommendations of the authorities. Before an employee visits us, we require you to follow the same recommendations that we have for our own employees:

If you have a temperature, cough and breathing difficulties, stay home. Do NOT go to work.

This recommendation is based on the recommendation of the authorities and may be revised in the event of changes to national recommendations.

Does this mean SSAB will not admit contractors and suppliers doing ongoing work at the site?

The ban on visits is not intended as a complete ban preventing the admission of external persons to the site. In the first instance, the ban applies to visits by customers, salespersons, students and organizations interested in our operations. Regarding ongoing work at the site, which includes work which takes place continuously or other ongoing commitments over a longer period in our operations, we will apply a restrictive approach but normally these activities will continue as usual.

Contractors required to carry out work that is critical for safety, production, projects or similar will be admitted to the site to do that work. However, it is important that the customer and the supplier/contractor alike take time out to think about things and not just continue regardless in the same old rut as earlier. The easiest way to do this is to ask a few check questions such as:

Is the work time critical for production or a project? Does it have to be done now or can it wait? If it can wait, the recommendation is to postpone and do the job later. We don't currently know how long the ban on visits will remain in force. If the work ultimately becomes time critical, the question can be reconsidered with perhaps a different outcome.

Can it be done in another way? Can we have a Skype meeting instead of a face-to-face one? Can the job be done by SSAB's people and later taken over by a supplier/contractor who can then do their job without visiting our site?

We need to change the way we do things whenever jobs can be done differently so that we can minimize the number of visitors and external persons at the site.

This is also why it is important in the current situation to have a good idea of the jobs that must be done. If there is no clear agreement with the supplier/contractor, then their employees should not

be on our premises. This is especially important that with regards to the type of work that takes place over a longer period. We know from experience that sometimes people “take the opportunity” to do a job at SSAB while they are still there in the service of another company working on the site. We would urge a clear dialogue with your customer in this regard. In the current situation, it is even more important for us to have coordination about what jobs are actually being done and when so that we have transparency as to who is at our site.

Please note that other businesses at the site are responsible for which rules apply to visits and work at their premises.

What about meetings in ongoing projects?

SSAB will work to minimize the number of visits to the site to minimize the risk of Covid-19 infection. Check questions also apply here

- *Is the meeting time critical for safety, production or a project?*
- *Can the meeting take place in another way?*

If, despite everything, a face-to-face meeting is necessary, consider whether it can be held elsewhere than at SSAB Luleå.

Are there any guidelines about whether employees from external companies can be admitted to the site, e.g. with regard to travel and isolation?

SSAB wants to control who is on our site. As usual, everyone working at our site is required to have the right documentation and equipment to do so. We would urge you to comply with the recommendations of the authorities and to act on them. We want to be particularly clear about not wanting to bring in employees in your organization or any subcontractors who come from Covid-19 risk areas.