Fjernvarme Fyn

Important environmental and OSH information

Version 33 - October 2026

Contact

Name: _____

Mobile no. _____

Phone numbers for the Control Room

General inquiries: +45 65 68 46 20

EMERGENCY-number (for emergencies only): +45 65 68 46 10

FJERNVARME FYN

Contents

Fjernvarme Fyn is an energy company that produces heat and power.

We strive to protect our shared environment and ensure a good working environment, both for our own employees and for external personnel working on our sites.

This folder describes what needs to be taken into account to ensure safety in the workplace – for each other and our surroundings.

Happy reading!

"Fjernvarme Fyn gives high priority to environmental and OSH issues, with a focus on people and our surroundings.

It's part of our vision to be a safe workplace and an eco-friendly company"

Louise Saabye Høst, CEO

Safety instructions

If you are to perform work at Fjernvarme Fyn, you must watch our safety video and complete the accompanying safety quiz in advance.

You can find both here:

Access

To gain access to Fjernvarme Fyn's locations, you must have an access pass, which must be worn visibly. The access pass is ordered by your contact person and handed out at the Reception at Havnegade 120. For handing out, you must show your national invoiced ID (passport, drivers licence).

You must always carry your access pass, telephone and personal photo ID at Fjernvarme Fyn's addresses. These items are occasionally sampled.

Your contact person (or another employee at Fjernvarme Fyn) will instruct you on safety and traffic on the location. This also applies to how you should behave during evacuation. This safety briefing is mandatory for everyone.

If you are a guest (with a red access pass), you must stay close to your contact person.

If you are a craftsman (with a white access card), you may travel unaccompanied in the area where you have your work assignment.

Violation of these guidelines may result in expulsion.

Environmental and OSH rules

You must follow Fjernvarme Fyn's instructions. If in doubt: Ask your line manager or contact.

Port safety

Access to the port area is only allowed if you need to work in that area.

If you are going to work at the port while a ship is at anchor, you must contact the job manager in advance, who will then contact *Fuel & Service*.

Working on the site and protective equipment

As a general rule, you must always wear protective equipment at Havnegade 120. This includes, at a minimum, **High-Vis upper part, a safety helmet, safety glasses, safety shoes with closed heel cap and long trousers**.

Protective equipment-free areas and routes
A number of clearly defined areas and routes have been established that are free of the need for protective equipment. If you are in one of these, you do not need to wear protective equipment under normal circumstances.

You can see these areas on the map at the back of this leaflet.

However, if you are *working* in one of these areas, you must still wear protective equipment.

If you need protective equipment
If you are missing some of the required protective equipment, you can borrow it through your contact person.

If you have questions
If in doubt: Contact your manager or contact person.

Regardless of the above rules, always follow advice and instructions given by Fjernvarme Fyn's employees on the use of protective equipment.

Parking

Your private car must be parked in parking area P1 (see the overview map at the back of this folder).

If your van is to be used for specific work tasks, it may be parked on Fjernvarme Fyn's premises after agreement with your contact person.

Safety measures and work permits

If you are working in the plants, make sure they are properly secured before the works starts. The production plants are complex, and several tasks might be taking place at the same time. Therefore, the plant must always be secured via your contact. Work must never be started without a clear agreement with and go-ahead from your contact.

A secured plant will be equipped with signs, as explained below.

If you are in doubt, go over the securing of the plant with your contact.

Incidents and accidents

You must inform your contact of all occupational accidents immediately. The same applies to near-accidents, incidents or observations that are important to safety.

In the event of a serious accident, follow the procedure on the back of this leaflet.

This is important to enable us to deal with the specific situation and improve the working environment in the future.

Fire, risk of explosion and hot work

Please note that special permission is required to undertake ATEX and hot work. Work involving welding, grinding or naked flames may only be undertaken by agreement with your contact for the task.

Before starting work, you must ascertain the location of the nearest fire extinguishing equipment.

Particularly dangerous work

Before particularly hazardous work is carried out, an WPD (Work Process Description) must be available. Particularly dangerous work applies, for example, to work in wells, heavy lifting, risk of falling, use of chemicals subject to labeling and more.

Technical equipment brought to the site by you

Electrical and mechanical equipment, lifting gear, ladders, safety equipment, etc., that you have brought with you for use must be inspected and maintained in accordance with applicable legislation. The equipment must be suitable for the task.

Environmental matters

Planning

Plan your work to avoid chemical emissions or spillages.

Be prepared for something to go wrong – have cloths, cat litter, etc., ready for use.

Fjernvarme Fyn is an environmentally responsible company that works strategically to reduce the use of products and chemicals that pollute

Accidents

All environmental accidents must be reported to your contact immediately.

Incidents

Incidents where something could have gone wrong (e.g. oil spillages that were stopped before the oil flowed out into the environment) must also be reported to your contact.

Waste may only be disposed of at the plant's waste disposal sites by agreement with your contact.

You must comply with local waste management regulations.

Chemicals

You must bring and be familiar with the workplace instructions (Arbejdspladsbrugsanvisningen – APB) and chemicals requiring labelling that you use when performing the task.

Any and all packaging containing chemicals that require labelling must be labelled with their classification as well as hazard and precautionary phrases.

Chemicals and paints must be in the manufacturer's original packaging.

Alcohol, smoking and other drugs

There are smoke-free working hours at Fjernvarme Fyn. This means that you may not smoke or use snuff at any of the company's addresses; neither indoors nor outdoors. The ban also applies to e-cigarettes. Reference is made to Fjernvarme Fyn's policy in the area.

Havnegade 120 is an alcohol-free zone. Please refer to Fjernvarme Fyn's policy.

If in doubt: Contact your manager or contact.

PC equipment

PC equipment may ONLY be connected with cable after agreement with Fjernvarme Fyn.

Visitors and guest must use Fjernvarme Fyns guest network.

Name: FVF-Guest
Access code: 1Qaz2wSx3edC

Filming and photography

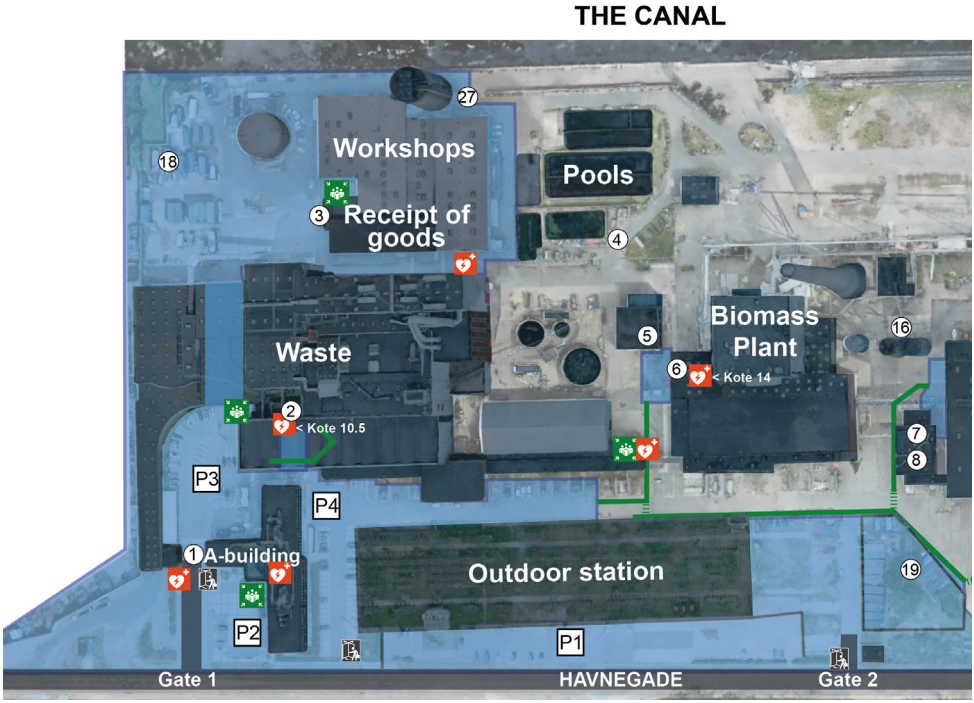
It is only permitted to photograph or record video or audio on Fjernvarme Fyn's premises if this is done as part of the work and for use in carrying out the task.

All other use - including publication and sharing on external platforms - may only be done after agreement with Fjernvarme Fyn.

Personal data

Fjernvarme Fyn takes data protection seriously. Read more about it in our privacy policy: http://www.fjernvarmefyn.dk/om-os/overblik.

Overview map



1 Gate
2 Crane room, Waste
3 Incoming goods and workshops
4 Container site
5 Chemicals/Water treatment Unit 8
6 Common control center
7 Laboratory, Unit 7
8 Chemichals/Water treatment Unit 7
9 Entrance, North Turbine Building
10 Entrance, South Turbine Building
11 Entrance, North Boilerhouse
12 Entrance, South Boilerhouse
13 Entrance, South (old control room)
14 Desulphurisation Extraction Building
15 Desulphurisation Preparation Building
16 Ash Silos, Unit 3
17 Fly ash / SDAP silo, Unit 7
18 Site Huts West
19 Site Huts Gate 2
20 Site Huts Gate East

21 Weightbridge
22 Port Building
23 Entrance, Turbine Building
24 Entrance, Boilerhouse, Straw
25 Entrance, Straw Unit 8, Electricity Building
26 Entrance, Straw/Crane Building, Straw
27 Harbor silo (4-clover silo)
28 Bulldozer workshop
29 Environmental waste collection equipment

Assembly points

Protective-equipment-free area

Protective-equipment-free route

Defibrilator

Entrance with access card

Parking

1) Stop the accident
Get an overview and make the scene of the accident safe

2) Give lifesaving first aid
See overview of defibrillators further down or on the map on the previous page

3) Call the control room's emergency number: Tel. +45 65 68 46 10
1) Inform about the accident, **2)** Tell exactly where it happened (building, elevation, north/south/east/west), **3)** Nearest gate - then the Control Room opens it for the rescue personnel, **4)** Agree who will call 112

4) Call (if relevant) 112
Give this information: **1)** Your name and telephone number, **2)** Address: Havnegade 120, 5000 Odense C, **3)** Nearest gate (must be agreed with the Control Room), **4)** What happened and where, **5)** Number of injured

Rescue
Rescue the injured and warn others of the danger. Stay with the injured person(s) if possible. Limit the extent of the accident with the safety and fire equipment available in the area until help arrives.

In case of a major operational accident, fire or external threats
Warning sirens will sound at a varying pitch until the danger is over. Evacuate the premises. Everyone must seek the safest way to the nearest assembly point. Do not use lifts during evacuation!
Accidents or accidental discharges of importance to the environment must be stopped if possible and immediately reported to the Control Room on the EMERGENCY-number
+45 65 68 46 10.

In case of an environmental accident
Accidents or unintentional amissions significant to the environment must, if possible, be stopped and immediately reported to the Control Room the EMERGENCY-number
+45 65 68 46 10.

Assembly points
You can find all assembly points on the overview map on pages 10–11.

First aid boxes
Available at the reception, in workshops, in the control room, and at the mustering point by the straw store.

Defibrillator
You can find all defibrillators on the overview map on pages 10–11.