

## Welcome to a safe and healthy work place!

It is a work environment policy that no one gets ill from working for us.

This means that you must follow our safety guidelines when you work for us. If you are a contractor, you must inform sub-contractors or sub-suppliers about these guidelines.



### ACCES TO OUR PLANTS

You need to make an agreement with your VCS contact to access our plants. You will need a visitor's card and a key, e.g. to access locked facilities and restricted areas.

Special rules apply for access to our water and wastewater plants. See details in the light blue text boxes.



### SMOKING AND ALCOHOL

Smoking is **not** allowed anywhere on our premises. Drinking alcohol or taking other recreational drugs/ substances – or being under the influence of alcohol or drugs – is strictly forbidden during working hours. We do not tolerate harassment or discrimination in any form.



### ONSITE TRAFFIC SAFETY

Wear a class 1, high-visibility vest, as a minimum, when you move about outdoors on our premises. Outerwear is not allowed in our canteens.

If you are driving, always follow the speed regulations on our premises.



### SAFE WORK ENVIRONMENT

Assess any and all risks before you start the job.

Use correct PPE (personal protection equipment), including suitable work clothes and safety shoes.



### HEALTH ISSUES: WASTEWATER

Wastewater means high risk of infection. You **must** be vaccinated, if your work brings you into contact with wastewater. Also know the facts about Weil's Disease.

You **must have completed a hygiene course** if you are to work alone on our wastewater plants. Eating and handling food is restricted in certain areas. Ask your VCS contact for details. You are not allowed to wear working clothes in our canteens. Access to locker and shower rooms can be arranged.



### EXPLOSION HAZARDS

You must receive full instructions from your VCS Denmark contact before you are permitted to work in areas marked ATEX.



### HYGIENE AND DRINKING WATER

We have very high hygiene standards that you must meet if you work on our drinking water distribution plants.

You **must have completed a hygiene course** if you are to work alone on our drinking water plants.



### TAKE CARE OF THE ENVIRONMENT

Avoid spilling petrol, oil or chemicals on the ground. Accidental spills must be cleaned up and be disposed of correctly. Report all accidental spills to your VCS contact. Think sustainably when you plan your work. Reduce use of water, fuels and chemicals. Clean up, sort and dispose of waste correctly.



### FIRE

Sound the fire alarm and/or call attention to the fire. Evacuate. Call the fire department on emergency no.: 112.



### EVACUATION

You must know the location of the Emergency Assembly Point (turn this paper to see maps). Go straight to the Assembly Point if you hear an alarm, or in case of emergency. Stay at the Assembly Point until the emergency is called off.

Emergency escape routes must be kept clear.



### ACCIDENTS

Get an overview - establish safe area. Call for help on emergency no.: 112. Provide the necessary first aid response.

Remember: report all accidents to your VCS contact.



### LEARN FROM WHAT GOES WRONG

We collect information about all accidents, so that we can learn from what goes wrong – and prevent it from happening again.

As an external worker /supplier you must report all accidents and incidents to your VCS contact.



### LOCATING AN AED (DEFIBRILLATOR)

Locations of our AEDs (defibrillators):

**Vandværksvej 7:** By the main entrance doors to reception.

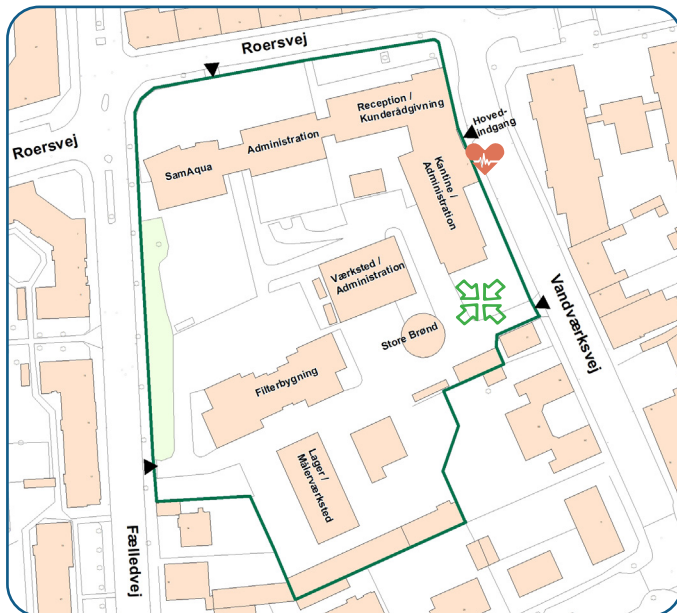
**Skt. Jørgens Gade 213:** At the entrance to the laboratory building (by the gate).

**Ejby Mølle WWTP:** On the white watermill building, facing the pedestrian gravel path along Odense River.

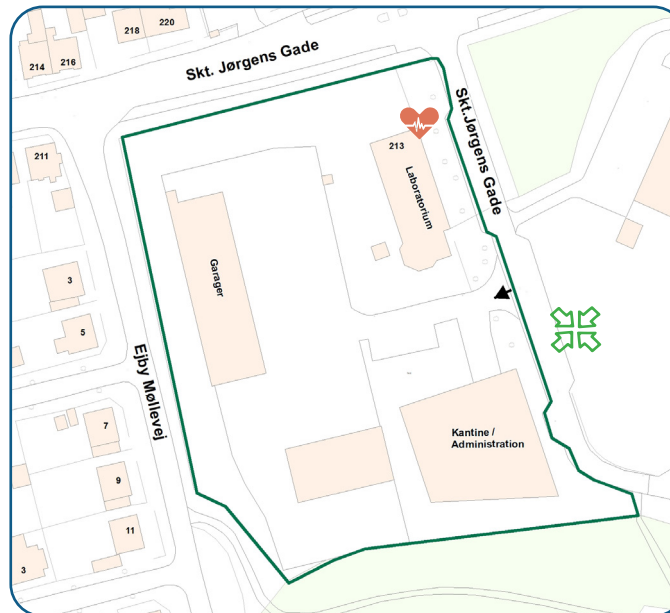
**Hjorslevvej 25:** Mounted outside, by the main entrance.

# Emergency Assembly Points & AEDs (defibrillators)

VANDVÆRKSVEJ 7, ODENSE



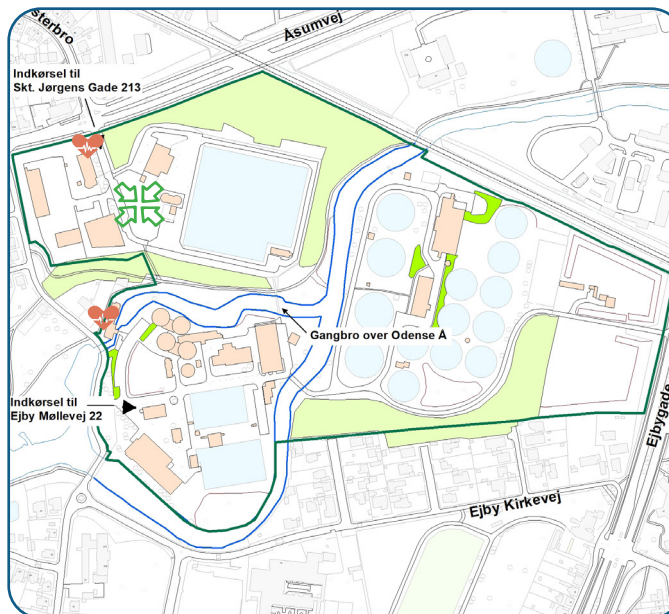
SKT. JØRGENS GADE 213, ODENSE



HJORSLEVVEJ 25, OTTERUP



EJBY MØLLEVEJ 22, ODENSE



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