



UPM-Kymmene Occupational Health and Safety Rule

Guiding values and principles

The health, safety and security of employees, visitors and all other people impacted by its operations are essential to UPM-Kymmene.

Occupational health and safety practices at UPM-Kymmene are based on the company's values – openness, trust and initiative – and on social responsibility.

The company complies with international, national and local rules, regulations and agreements. In the event that these prove to be insufficient or open to various interpretations, the company acts in accordance with its operating principles and best practices.

The company's occupational health and safety activities are directed by the principles of continuous improvement and emphasis quality and know-how.

Objectives and implementation

UPM-Kymmene strives to provide a healthy and safe working environment. The company assumes its share of responsibility for the physical, mental and social well-being of its employees. The company's overall objective is to avoid employee suffering from occupational accidents or work related disabilities, while employed at UPM-Kymmene or during retirement.

In order to develop understanding of occupational health and safety matters and to encourage employee participation in its positive development, the company provides training in occupational health and safety.

UPM-Kymmene promotes a proactive approach to employee health care as part of its health and safety effort.

The company strives for the elimination of occupational accidents through the principle of zero tolerance for accidents. To reach this objective, each employee is required to assume responsibility for his or her working capacity and work premises.

The company encourages its business partners to implement practices which promote occupational health and safety.

UPM-Kymmene Occupational Health and Safety rule is implemented throughout the organisation at all levels and activities.

Communication

UPM-Kymmene communicates occupational health and safety related matters to its stakeholders in a reliable, open and timely manner in accordance with company values.

Further development

UPM-Kymmene develops its organisation and activities in occupational health and safety in accordance with best practices and available technology as well as by taking into account stakeholder interests.

The Board of Directors of UPM-Kymmene Corporation has approved this document on 18. September 2002. By decision of the Board the heading was changed to Occupational Health and Safety rule on 14 December, 2006

Occupational health and safety rule, glossary

The aim of this glossary is to explain the meaning of some of the terms used in the Occupational Health and Safety (OHS) policy document. It should be noted that the meaning of the terms may vary depending on e.g. the reader's cultural background.

Employees, visitors and other people impacted by the company's operations

Industrial operations may affect people on site, in its immediate surroundings and throughout the whole supply chain. Hence OHS matters need attention both on site and, where applicable, outside of it.

Company values

Openness in the workplace creates trust between people, which in turn leads to greater initiative.

Legislation and competition set limits for transparency for a listed company. The aim is to maintain an atmosphere of openness when interacting with stakeholders without compromising requirements for confidentiality.

Corporate Social Responsibility (CSR)

Corporate Responsibility consists of three pillars: economic, environmental and social responsibility. Corporate Social Responsibility deals with the company's responsibility towards its employees, society and other stakeholder groups of the company.

Rules, regulations and agreements

The minimum requirement of responsibility for UPM-Kymmene is to comply with national and local rules, regulations and agreements, but it is understood that is the minimum to fulfill the company's social responsibility.

By international agreements are meant those the Finnish government (or the governments of countries where UPM-Kymmene operates) supports or has ratified. These include or will include e.g. the United Nations Universal Declaration of Human Rights, and the International Labour Organization Conventions.

Continuous improvement

Continuous improvement is a process of enhancing the OHS management system, to achieve improvements in overall OHS performances, in line with the Group OHS rule

Healthy and safe working environment

A healthy and safe working environment is free from unacceptable risk of harm. No employee is to suffer from negative mental or physical work-related effects.

Zero tolerance

The principle for zero tolerance for accidents is built on the following:

- 1) no accident is in principle acceptable;
- 2) all dangerous situations should result in learning to avoid similar situations in the future;
- 3) all dangerous situations should be reacted to without delay and should be followed up on; and

4) health and safety matters concern each and every one.

Encouraging business partners

UPM-Kymmene gives preference to business partners who maintain a systematic approach to OHS matters, and who honor OHS principles which are in compliance with UPM-Kymmene's OHS rule.

Operating principles

These include all approved principles and policies inside UPM-Kymmene.

Best practices

Best practices means the best level of operation inside the industry, the geographical area or the issue at hand.