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STP RAIL NETWORK TRAFFIC MANAGEMENT PROCEDURES AND TRACK WORK INSTRUCTIONS VERSION 1.6

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1 TRACK SYSTEM AND DESCRIPTION OF OPERATIONS

The Suurteollisuuspuisto area is a second category traffic control area. Second category traffic control means the following: Traffic control is not responsible for and does not participate in the operation or track work on a second category traffic control area.

These instructions must be followed in all operation and track work in the Suurteollisuuspuisto Industrial Park in Harjavalta, where Boliden Harjavalta Oy and Norilsk Nickel Harjavalta Oy are the rail network owners. Operation on the areas specified above is transferring of vehicle units. Bringing wagons from and to the station is considered to be shunting. The areas are second category traffic control areas.

The sections of the rail network are shown in the track system diagrams which can be found on the Suurteollisuuspuisto website <http://www.suurteollisuuspuisto.com/ohjepankki> .

The appearance and meaning of the track signs and markings comply with the guidelines by the Finnish Transport Infrastructure Agency¹ for the national rail network.

The maximum speed on the track system is 20 km/h. Documentation, measurements, etc. related to the maintenance of the track are available from the owners of the industry tracks.

Finnish must be used as the operation language in transferring, shunting and track work.

In these instructions, track work refers to work (including maintenance work) that:

- is performed so that a machine or part of it may reach inside the structure gauge
- affects the structure of the track
- is directed at a safety device
- requires interruption of shunting for safety reasons or otherwise affects shunting or affects the loading or unloading of wagons.

All failures and deviations related to the tracks and their devices, and any matters that may endanger track operation or the unloading or loading of wagons, must be reported to the Suurteollisuuspuisto main gate, tel. 02 535 8200 or portti.boha@boliden.com. The main gate informs other contact persons on the rail traffic in the area.

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2 OPERATION PERMIT PROCEDURES

All railway undertakings that have a valid operating licence and safety certificate are allowed to enter the area and perform shunting. There is no charge for using the rail network and no capacity allocation. If two operators need to access the same track section at the same time, the industry track owners agree on the order of operation.

The railway undertakings agree between themselves on the operation on the Suurteollisuuspuisto track sections by using mobile phones. The gate personnel opens the railway gate of Suurteollisuuspuisto only for entering or exiting the area; on weekdays the gate is opened at 4:45 and closed at 23:45, on Saturdays it is opened at 4:45 and closed at 15:00. Otherwise, the gate is kept closed and is opened only upon request.

2.1 Transferring and shunting permit

All operators in a second category traffic control area have a transferring and shunting permit. In this case, the operators are Valtasiirto Oy, VR and Operail Finland Oy

3 OPERATION PROCEDURES

3.1 Operation of the level crossing warning system

When entering Suurteollisuuspuisto, there is a level crossing half-barrier system in the immediate vicinity of the fencing. The half-barrier system operates as follows:

- when entering the plant area, the barrier closes down automatically and the red lights come on when a locomotive enters the area.
- after exiting the plant area, the barrier of the half-barrier system must be closed down manually. In addition, when a locomotive has passed the level crossing, the barriers must be opened up manually for the warning lights to go off.

3.2 Level crossing warning system failure

Any level crossing warning system failure must be reported to the Suurteollisuuspuisto main gate which then notifies maintenance of the issue. The STP gate also notifies other STP companies of the issue.

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3.3 Bursting open the points

In the event of bursting open the points or wagon derailment, operation must be stopped on the area in question and the track system must be checked by a competent person before continuing operation. The person in charge of maintenance decides whether the track infrastructure is suitable for operation. All events of bursting open the points must be reported to the STP main gate.

3.4 Competence and qualifications

The railway undertaking and the party responsible for the track work must ensure that the personnel performing their traffic safety tasks have valid qualifications for their tasks. When moving in the Suurteollisuuspuisto area, the railway undertaking personnel must have completed the Suurteollisuuspuisto general safety orientation in accordance with the relevant rules.

4 PROTECTING TRANSFER OPERATIONS

In transfer operations, the guidelines by the Finnish Transport Infrastructure Agency² on transfer operations for the national rail network must be followed. As an exception, additional lights must be used in vehicle units. All points, derailleurs and similar devices must be returned to their normal positions after use. Normal positions are marked to the point and derailer signs.

When performing transfer operations, the service brakes of the units must be used.

4.1 Use of brake shoes to secure wagons in Suurteollisuuspuisto

As a rule, brake shoes are not used when a railway undertaking brings wagons to Boliden's tracks in the Suurteollisuuspuisto area where capstans / winches are in use.

Brake shoes are not normally used on the following tracks:

Anode loading tracks 328 and 330

Sulphuric acid loading tracks 350 and 346

Concentrate tracks 324, 325 and 326

Exceptions

Brake shoes must be used if wagons are left in the area for an extended period of time (more than 2 hours) or if their use is necessary to ensure safety.

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Nevertheless, BOHA's smelter supervision must always be notified of the use of brake shoes to avoid dangerous situations.

The use of brake shoes can result in a serious hazard if one tries to move the wagons with a brake shoe on the rail.

Wagons must not be left so that they prevent traffic on fire lanes or railway crossings. The exceptions to this parking rule are raw material transport wagons at Boliden Harjavalta's concentrate storage and wagons on Norilsk Nickel Oy's NNH central warehouse track 343, where parking is short-term.

4.2 Instructions for the locomotive driver for driving anode wagons under the crane tracks in the converter hall and anode foundry

The procedure described below applies if a locomotive driver must drive the locomotive under a crane track in the converter hall or anode foundry.

1.

The shunting supervisor / locomotive driver calls the smelter crane operator at **040 5603125** and anode foundry at **02 5358 531** and asks for a permission to drive under the crane tracks. If either of these numbers does not answer within a reasonable time, the locomotive driver / shunting supervisor calls the smelter shift foreman at **02 5358 514** and asks for a permission to drive under the crane tracks in the converter hall and anode foundry.

2.

If any of these numbers does not answer and confirm that the locomotive can be driven safely under the converter hall or anode foundry crane track, **the wagons are left as close to the converter hall as possible.**

5 EMERGENCY PROCEDURES

Accidents and incidents must be reported, in accordance with the Suurteollisuuspuisto's internal emergency plan, by calling either to the emergency number 112 directly, or alternatively to the Suurteollisuuspuisto main gate at 02 5358 112. If you report an accident directly to the Emergency Response Centre, notify the Suurteollisuuspuisto main gate of the issue as well.

In case of an emergency, the personnel of VR and Valtasiirto can be alerted with alert messages sent to their mobile phones. In addition, the Harjavalta station forwards the contents of the alert message to the field personnel by radio telephone.

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In a second category traffic control area, any matter observed in the rail system that compromises traffic safety must be reported to the Emergency Response Centre, which then warns the operators operating in the area.

The STP fire and rescue service calls the clearing equipment, if necessary.

6 PROTECTING TRACK WORK

In a second category traffic control area, track work may be performed under the protection of the person in charge of track work or another party specified separately. The people responsible for track work in the Suurteollisuuspuisto area are indicated in the maintenance plans of the companies.

Before starting work and, if necessary, during the work, the party responsible for the track work must train the personnel participating in the track work so that they are familiar with these instructions, the working conditions and the hazards involved.

When performing track work, the maintenance plan of the industry track owner and the STP track work instructions must be followed.

6.1 Duties of the persons in charge of track work

Duties of the person in charge of track work in Suurteollisuuspuisto:

- ensures that track work is protected and does not create a risk to traffic
- if necessary, prevents operation with STOP boards
- before operation is started, ensures that the area that was under track work is in operable condition according to the maintenance plan.

6.2 Track work permit

In a second category traffic control area, track work may be performed by the persons specified in the maintenance plan. Performing track work requires a track work permit that is processed by the Suurteollisuuspuisto gate. The track work permit can be obtained from the Suurteollisuuspuisto website.

6.3 Track work notifications

Track work is notified separately as specified in the work permit. Also the completion of track work is communicated to the Suurteollisuuspuisto gate, from which this information is communicated to the specified persons.

6.4 Hot work

If track work includes hot work and the work requires a hot work permit, the hot work permits are applied in accordance with the applicable guidelines of

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each company. A joint control plan for hot work is prepared for the entire Suurteollisuuspuisto area, and this plan must be followed. The hot work plan can be found on the STP website

<http://www.suurteollisuuspuisto.com/ohjepankki>

7 Track work notification procedure for the Suurteollisuuspuisto and Kupariteollisuuspuisto industry tracks

These instructions describe the track work notification procedure for the industry tracks in the Suurteollisuuspuisto and Kupariteollisuuspuisto areas – all actors performing track work must follow this procedure to ensure the safety of work.

7.1 Track work

Track work includes all work that is performed either on a track or within two metres of the track. The exception to the above is that unloading concentrate wagons and the work performed on the track area by the anode foundry operators are not considered track work referred to in these instructions, but when performing the said work, appropriate care must be taken and the hazards caused by train traffic must be taken into consideration.

- Track work includes, but is not limited to, the following:
- Rail repair
- Renewal of fishplates
- Renewal of rails
- Renewal of sleeper screws
- Renewal of sleepers
- Repair of level crossings
- Replacement of Hey-Back springs in groups
- Track winter maintenance
- Other work performed near the track (distance to the track 2 metres or less)

When performing track work without closing the track for the duration of the work, a separate safety person must be appointed to monitor the rail traffic, and this person must not participate in performing the work. A separate safety person is only allowed in situations where obstacles and people can be cleared from the structure gauge (ATU) immediately (within a few seconds) when a vehicle unit is observed. This protection procedure can be allowed only on the grounds of specific criteria and by the approval of the area's supervisory staff. The ATU board is shown in Figure 1 below.

If a separate safety person cannot be appointed, the track section under work must be closed and a STOP board must be placed on the track at a sufficient distance before the work site, seen from the train's direction of travel. The STOP board is shown in Figure 2 below.

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Figure 1. ATU board.



Figure 2. STOP board. This board must always be used when a track is closed for traffic for the duration of track work.

7.2 Track work notification

A track work notification is always required for track work on the Suurteollisuuspuisto or Kupariteollisuuspuisto industry tracks.

The purpose of the track work notification is to ensure that the users of the track system have prior knowledge of track work so that incidents/accidents can be prevented.

Because urgent maintenance work and winter maintenance work typically needs to be started at short notice, the track work notification procedure for these is different from the notification policy for other, normal maintenance work. The Suurteollisuuspuisto and Kupariteollisuuspuisto track work notifications are processed by the Suurteollisuuspuisto gate in Harjavalta and the Kupariteollisuuspuisto gate in Pori. Both gates communicate on track work via email by using the contact information list included in these instructions as the distribution list.

A. Normal track work (non-urgent pre-planned maintenance work):

- 1 The worker fills out the track work notification form that can be found on the Suurteollisuuspuisto / Kupariteollisuuspuisto website (www.suurteollisuuspuisto.com/ohjepankki / www.kupariteollisuuspuisto.fi).
- 2 The worker must submit the filled track work notification form to the Suurteollisuuspuisto / Kupariteollisuuspuisto gate no later than one day before the planned start of the work.
- 3 The Suurteollisuuspuisto / Kupariteollisuuspuisto gate processes the track work notification and communicates on the track work via email by using the contact information list included in these instructions as the distribution list.
- 4 If the work in question requires a work permit from the company performing the work, the worker applies the work permit in accordance with the company's

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procedure. A processed track work notification is a requirement for the approval of the work permit.

- 5 Before starting work, the worker personally calls VR Transpoint and Valtasiirto Oy (see the contact information list at the end of these instructions) and ensures that the information on the track work is taken into account in the operation.
- 6 When the track work is completed, the worker notifies the Suurteollisuuspuisto / Kupariteollisuuspuisto gate, VR Transpoint and Valtasiirto Oy of the completion of the work (see the contact information list at the end of these instructions).
- 7 The Suurteollisuuspuisto / Kupariteollisuuspuisto gate communicates on the completion of the track work via email by using the contact information list included in these instructions as the distribution list.

B. Urgent track work (urgent maintenance work and winter maintenance):

- 1 Before starting the maintenance work, the worker calls the Suurteollisuuspuisto / Kupariteollisuuspuisto gate (tel. 02 535 8200 / 02 6266111) and notifies them of the work to be performed. The notification must include the location (Suurteollisuuspuisto or Kupariteollisuuspuisto) and the tracks or other sites where the work takes place (for example, tipper JOUTRA).
- 2 The Suurteollisuuspuisto / Kupariteollisuuspuisto gate communicates on the track work via email by using the contact information list included in these instructions as the distribution list.
- 3 If the work requires a work permit, the worker applies the permit in accordance with the site's procedure.
- 4 Before starting work, the worker personally calls VR Transpoint and Valtasiirto Oy (see the contact information list at the end of these instructions) and ensures that the information on the track work is taken into account in the operation.
- 5 The worker places the STOP board on the track before the location where the work is performed.
- 6 When the work is completed, the worker removes the STOP board from the track and notifies the Suurteollisuuspuisto / Kupariteollisuuspuisto gate, VR Transpoint and Valtasiirto Oy of the completion of the work (see the contact information list at the end of these instructions).
- 7 The Suurteollisuuspuisto / Kupariteollisuuspuisto gate communicates on the completion of the track work via email by using the contact information list included in these instructions as the distribution list.

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8 Contact information

SUURTEOLLISUUSPUISTO GATE		
247 Satakunnan Turvapalvelut Oy	portti.boha@boliden.com heidi.jokinen@turva247.fi	025358200 0504355123
VR TRANSPORT		
VR Transport	JunatHva@vrtransport.fi fipauliina.kyha@vrtransport.fi janne.smedberg@vrtransport.fi pori.junatoimisto@vr.fi ratapihaohjaus.rauma@vrtransport.fi	0408628248 (Harjavalta) 0401702080 (whole area / supervisor) 0408628601 (whole area / supervisor) 0408663584 0408628612 (weekends)
OPERATORS		
Valtasiirto Oy	tommi.salmi@valtasiirto.fi petri.ruski@valtasiirto.fi tomi.simonen@valtasiirto.fi erno.repo@valtasiirto.fi purkajat@valtasiirto.fi cuel@valtasiirto.fi Vaihtotyönjohtaja puh. 044 738 6891	
Transval Oy	jarkko.ruohonen@transval.fi marko.suominen@transval.fi	
Fenniarail Oy	operointi@fenniarail.fi juha.vuorinen@fenniarail.fi hannu.lehikoinen@fenniarail.fi	
Operail Finland Oy	operations.finland@operail.com Markku.saha@operail.com juha.kirjanen@operail.com mikko.haverinen@operail.com	

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OTHER COMPANIES	
Boliden Harjavalta Oy	matti.ylander@boliden.com jari.ollila@boliden.com simo.salonen@boliden.com matti.penttila@boliden.com jari.holmberg@boliden.com markus.lehtinen@boliden.com jaakko.korpela@boliden.com sulpurku.boha@boliden.com rikastevarasto.boha@boliden.com
Kemira Oy	jussi.ruusunen@kemira.com

Norilsk Nickel Harjavalta Oy	jere.nurmi@nornickel.fi virpi.heikkinen@nornickel.fi sirpa.vidlund@nornickel.fi jussi.jokinen@nornickel.fi jarkko.ruohonen@transval.fi juuso.lindqvist@nornickel.fi
RAIL NETWORK OWNERS	
Boliden Harjavalta Oy Norilsk Nickel Harjavalta Oy	
PARTIES RESPONSIBLE FOR MAINTENANCE	

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Quant Service Oy	jani.ekman@quantservice.com anssi.nakki@quantservice.com pasi.rannali@quantservice.com janne.peltonen@quantservice.com	
Boliden Harjavalta Oy Kunnossapito / Maintenance	markus.haavisto@boliden.com	
<p>KUPARITEOLLISUUSPUISTO (Note: Track work permit applications and notifications must be submitted to the Kupariteollisuuspuisto gate)</p>		
Kupariteollisuuspuisto gate	portti@kupariteollisuuspuisto.fi	026266111
Industrial fire chief	jari-matti.toivonen@kupariteollisuuspuisto.fi	0406709920

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Boliden Harjavalta Oy	jussi.lehtinen@boliden.com , tarmo.starck@boliden.com , heikki.elovaara@boliden.com matti.penttila@boliden.com simo.salonen@boliden.com jari.ollila@boliden.com	
Valtasiirto Oy	markku.ihanamaki@valtasiirto.fi	
VR Transpoint	pauliina.kyha@vrtranspoint.fi pori.junatoimisto@vr.fi	

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8.1 Reporting a need of change in the instructions and updating the instructions

If a company listed above, operating in the area of Suurteollisuuspuisto or Kupariteollisuuspuisto, or a relevant operator or traffic control, notices any need of change in these instructions, they must report the issue to the rail network owners (Boliden Harjavalta, Norilsk Nickel Harjavalta Oy) at matti.ylander@boliden.com and sirpa.vidlund@nornickel.fi.

8.2 Communications

The instruction and related documents valid at the time can be found on the Suurteollisuuspuisto and/or Kupariteollisuuspuisto website.

8.3 Related documents

The track work notification form can be opened by clicking the following links: [Ratatyöilmoitus - Kupariteollisuuspuisto](#) or [Ratatyöilmoitus – Harjavalan Suurteollisuuspuisto](#)

Address: Pori www.kupariteollisuuspuisto.fi/ratatyoilmoitus

Address: Harjavalta www.suurteollisuuspuisto.com/ratatyoilmoitus

9 APPENDICES

Track system diagram

¹ Ratatekniset ohjeet (RATO) osa 17 Radan merkit ja merkinnät Väylä/1664/06.04.01/2020 (Railway Engineering Guidelines [RATO] part 17, track signs and markings)

² Väyläviraston ohjeita 11/2020 Junaliikenteen ja vaihtotyön turvallisuussäännöt (guidelines by the Finnish Transport Infrastructure Agency 11/2020, safety rules for railway traffic and shunting)