



PERMISSION TO USE A COMPUTER DEVICE IN POWER PLANT AREA

Fill in this form to apply for permission to use a computer device in TVO Group's power plant area. Permission is valid only when signed appropriately. Permission can be granted only for the length the specified work. Copy of the permission must be carried with the computer device. Deliver the original permission to TVO Group's IT Service/8805-Service (Maintenance build. 2nd floor).

Company: _____ Type/serial number/other ID of the device: _____

Description of usage: _____

I commit myself to obey the following rules of information system security and usage at TVO Group:

1. Independent connecting of computer devices to TVO Group's networks is prohibited.
2. It is not allowed to copy any program belonging to TVO Group for personal use.
3. Each memory device (CD, DVD, USB-stick etc.) used at TVO Group must be checked for malware (e.g. viruses).
4. I agree that TVO Group's IT-expert can check my computer device when it is used in the restricted power plant area.
5. In the restricted power plant area, it is forbidden to use any other memory device but CD-R/DVD-R or TVO's green memory sticks.
6. Using a wireless connection in the restricted power plant area is prohibited.
7. Bringing of a mobile phone or modem into the restricted power plant area is prohibited.

Date: _____

Holder of the computer device and clarification of signature

☐ POWER PLANT AREA: OFFICES

Period of validity is max. 1 year.

Office premises inside TVO Group's double fences, e.g. OL1 and OL2 entrance buildings, maintenance offices at OL1 2nd floor, fire station, offices of laboratory, water treatment plant and outage building (including controlled area), OL3 office building and outdoor areas additionally all Posiva's plant area buildings (Onkalo tunnel, Crane-, Ventilation- and Tunneltechnology buildings).

TVO's contact person fills in:

Period of validity: _____

Date: _____

Signature and clarification of signature

☐ POWER PLANT AREA: RESTRICTED

Permission is valid only for the length of specified work.

OL1, OL2 and OL3 plant areas, excluding the aforementioned office areas. Computer check by TVO Group's IT-expert is always required. Permission must be renewed every single time the computer device leaves the restricted power plant area and is brought there again. **Permission to 'Power Plant Area: Offices' must be valid.**

Checked computer has to bring to the restricted area at the same day as the check has been done.

TVO's contact person fills in:

Period of validity: _____

Date: _____

Signature and clarification of signature

Checker of the computer device fills in:

Date: _____

Signature and clarification of signature

Security person fills in:

Date: _____

Signature and clarification of signature

☐ PERMISSION TO CONNECT

Permission is valid for one connection only.

When connecting a computer device to TVO Group's process system or device, **permission to bring the computer device into the restricted power plant area must be valid.** The computer device must always be checked for malware before connecting to a process system or device. For a new connection, the computer device must be re-checked for malware and a new permission to connect must be applied.

Number of work permit: _____ ID of the process system/device: _____

Description of the need to connect: _____

Period of validity: _____

Filled by the person in charge of the system or device:

- ☐ Permission to use the computer device in TVO's restricted power plant area is valid.
- ☐ Computer device has been checked for malware or permission to connect has been received from TVO's Head of Security.
- ☐ This computer device can to be connected to the process system/device mentioned above.

Date

Person in charge of the process system/device and clarification of signature