

## Contractor Appendix Söderenergi AB Igelstaverket

### RESERVATION AND HANDLING OF SITE HUTS IGELSTAVERKET SÖDERENERGI AB.

*Generally:* Söderenergi have retained to Cramo AB to establish modules for contractors within the site of Igelstaverket, Nynäsvägen 43, Södertälje.

**Ordering Staff & Office Site huts.** [The hut is shared and host 60 persons.](#)

#### Contractors Responsibility

Contractor/Manager/Entrepreneur are responsible for **booking the use of shared site huts** according to the procedure bellow:

- **Site huts must be ordered no later than 4 weeks before start of revision.** *It is the respective contact person at Söderenergi who informs about which dates to apply.*
- **The booking is made through a form** where; day of arrival, need for number of accommodations per week, estimated end date and contact person, is applied.
- **Individual entrepreneur is assigned two lockers**, inform that padlocks must be supplied of their own and that the lockers must be emptied and unlocked by the end date of the booking period. *After that date the lockers that are locked are emptied and the contents thrown away.*
- **Inform of the importance** to apply with the instructions and approach at site and within the huts.

The Contractor is responsible for all unforeseen costs if not pre-booked the execution of ordered services.

#### **Reservations and assigned**

E-mail the form to [fastighet@soderenergi.se](mailto:fastighet@soderenergi.se). Söderenergi does not take responsibility for providing huts or places if ordering as above fails.

At arrival the huts are assigned by Securitas guard at the South Gate (Södra Grinden) at Igelstaverket. Söderenergi, Nynäsvägen 43, 151 57 Södertälje.

#### **Error Reporting at site**

Error reporting e.g. power failure, broken lamp or lack of water are done to Cramo AB on phone. +46(0)11-321570 or [byggetablering.ostergotland@Cramo.com](mailto:byggetablering.ostergotland@Cramo.com). The faults are rectified during weekdays normal working hours 07.00 to 16.00. *If urgent and after office time, contact the Securitas guard at the South Gate [bevakningscentralen@soderenergi.se](mailto:bevakningscentralen@soderenergi.se).*

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#### **Contact:**

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**RESERVATION FORM FOR SHARED SITE HUTS**

**Reservation**

Company:			
Contact person:		Phone number:	
Day of arrival:		Day of expiration:	

Number of workers:	
Number of office places:	

Booking form is emailed to: [fastighet@soderenergi.se](mailto:fastighet@soderenergi.se). **If booking of a place in hut needs to be extended ore changed, notify Fastighet immediately.**

- Abnormal wear and soiling of site huts is charged directly to the customer e.g. holes in floor mat or heavily soiled walls and ceilings.
- SMOKING IN THE HUT ARE PROHIBITED. If smoking, the contractor is charged.
- Söderenergi provides cleaning, toilet paper, paper towels and ordinary hand soap.
- Padlocks to lockers are provided by the entrepreneur. After completing the assignment, the lockers are cleaned out and left unlocked. Lockers that are not unlocked after the booked period are opened and the contents are thrown away.
- Overnight stay is not allowed in the hut.

Söderenergi reserves the right to reject entrepreneur who have not fulfilled all their obligations.