

In accordance with Article 12 of the Royal Decree of October 17, 2011 on the physical protection of nuclear material and nuclear facilities.

## **1. INTRODUCTION**

- Upon receipt of your personal security clearance or a security certificate(°), you will be authorised to view categorised/classified information and will have access to protected areas (technical facilities, controlled area, etc.) in connection with the performance of your assignment.  
(°) Subject to the application of additional protective measures.
- Before being given access to this information and these areas, every holder of a security clearance or security certificate must be aware of the security rules applying at Doel Nuclear Power Station. These rules are set out below.
- These security rules will be explained to you periodically by your company's security officer or physical protection officer.

## **2. SECURITY RULES**

### **2.1 DEFINITIONS**

#### **2.1.1 Categorised information**

Sensitive nuclear information relating to nuclear material or the physical protection of nuclear material and facilities is categorised. Every categorised document is clearly marked with one of the following labels: "Beperkte verspreiding-NUC (limited distribution)", "Vertrouwelijk-NUC (confidential)", "Geheim-NUC (secret)" or "Zeer Geheim-NUC (top secret)".

#### **2.1.2 Protected areas**

A protected area is an area containing nuclear material or categorised information. It may also refer to another area in which specific security measures have been introduced in relation to physical protection.

The general security rules are shown overleaf. Specific security measures associated with certain activities may be communicated separately.



**Document Individual security form for non-KCD personnel**

**2.2 RULES**

- ✓ I adhere strictly to the access control guidelines applying to people, vehicles and materials.  
[SITE FUNDAMENTAL 4.1]
- ✓ I wear my badge in a visible position.  
[SITE FUNDAMENTAL 4.2]
- ✓ I give nobody unlawful access to a protected area. My badge is personal to me; I never lend it and do not disclose my code. I immediately report the loss or theft of my badge.  
[SITE FUNDAMENTAL 4.3]
- ✓ I spontaneously report to my company's security officer any change in my personal circumstances which may affect my security clearance and authority level.  
[SITE FUNDAMENTAL 4.4]
- ✓ I am responsible for my visitors and am aware of the restrictions on providing information and on access to protected areas and perimeters. I accompany my visitors at all times.  
[SITE FUNDAMENTAL 4.5]
- ✓ I handle sensitive information correctly:
  - I apply the clean desk policy for sensitive information: no sensitive information is left on my desk or on the printer.
  - I do not pass on sensitive information to unauthorised persons.
  - I do not share or disclose sensitive information in public places or on social media.[SITE FUNDAMENTAL 4.6]
- ✓ I follow the rules on the use of ICT equipment within the company. I only use authorised electronic equipment (PCs, USB sticks, hard drives, etc.) and software.  
[SITE FUNDAMENTAL 4.7]
- ✓ I am alert to possible security risks:
  - I immediately report any breach of a security barrier.
  - I immediately report any violation of the security rules.
  - I immediately report any suspicious or abnormal behaviour.
  - I immediately report any suspicious object and/or package.
  - I immediately report any theft and/or vandalism.[SITE FUNDAMENTAL 4.8]

**3. DECLARATION**

I the undersigned, ..... (last name, first name),  
working at Doel Nuclear Power Station for the company .....,  
declare that:

- I have taken note of and will comply with the security rules laid down in this document;
- I will preserve the confidentiality of the security and physical protection arrangements in place at Electrabel's nuclear sites, both during and after the performance of my duties.

**Signature:** .....

**Date:** .....