

Here is the English translation of the safety plan for Magni Mundi Oy.

---

## **SAFETY PLAN**

This is the safety plan for Magni Mundi Oy.

Magni Mundi Oy is a Turku-based travel agency that provides guided tours in urban environments and nearby nature as its own service. It also subcontracts services required for the implementation of experiences, excursions, and travel packages, such as guided tours, accommodation, and transportation.

The company operates nationwide. Programs are implemented at locations requested by the customer during all seasons. The company does not have its own fixed business premises.

The company's operations are based on the principle of sustainable development, and we comply with all laws, official instructions, and regulations in all our activities. This safety document is based on the Consumer Service Safety Act (**185/2025**).

---

### **1. PERSONS RESPONSIBLE FOR SAFETY**

The entrepreneurs Annamari Laine and Karoliina Vitikainen are responsible for the safety of Magni Mundi Oy.

**Areas of responsibility:** Primary responsibility for safety matters, planning, implementation, and monitoring of safety protocols, staff training and orientation, reporting, monitoring, and communicating accident and near-miss situations, as well as responsibility for the content and updating of this safety document.

In addition to this safety document, specific risk assessments have been prepared for the most common guided tours provided by the company. Every employee is familiar with the contents of this safety document.

When the company uses another company as a subcontractor to provide a service, the subcontractor is responsible for the competence and suitability of its staff for the activity in question. Magni Mundi requires the same safety and competence standards from its subcontractors as it does from its own employees.

### **2. PREDICTABLE HAZARDS, THEIR CONSEQUENCES, AND MEASURES TO ELIMINATE HAZARDS AND PREVENT THEIR CONSEQUENCES**

Since the company does not have fixed premises or locations, the anticipation of hazards, risk assessment, and the evaluation of measures to eliminate hazards and prevent accidents are determined in service-specific risk assessments. These also include instructions for potential accident and emergency situations.

### **3. SAFE NUMBER OF CUSTOMERS AND REQUIREMENTS FOR PARTICIPANTS; PROVISION OF INFORMATION TO PARTICIPANTS AND THOSE AFFECTED BY THE SERVICE**

Magni Mundi Oy's guiding services are suitable for everyone regardless of physical condition, experience, education, or other similar factors, as well as for individuals who require an accessible environment.

In urban and nature environments, some guided services are accessible as they are; others can be tailored to be accessible for those with mobility, visual, cognitive, or communication impairments. In certain cultural-historical sites, full mobility accessibility may be impossible to implement, but for the most part, sites and guiding can be arranged to be accessible through other means. Information regarding the accessibility of an individual tour can be found in the tour description on Magni Mundi Oy's website.

The safe number of participants depends on the site being guided or the method of service delivery. This is defined in the service-specific risk assessments.

Guiding activities primarily take place in city centers with good transport links. The starting address of the tour or service is provided in the tour description on the website and confirmed to the customer via email or verbally. It is the customer's responsibility to report any need for accessibility in good time for tours that are not listed as fully accessible in the descriptions on Magni Mundi Oy's website.

## **5. ENSURING THE SAFETY OF OTHER PERSONS AFFECTED BY THE SERVICE**

As a rule, Magni Mundi Oy's operations do not pose more than a minor risk to the safety of persons outside the service. Detailed reports on safety issues related to different service events can be found in the service-specific risk assessments.

## **6. RISK ASSESSMENT AND RISK AVOIDANCE**

Guiding activities involve minor or moderate risks. Magni Mundi Oy does not produce adventure services classified as high-risk, nor does it operate in high-risk areas such as wilderness regions.

The risks involved in events produced by Magni Mundi Oy are analyzed in advance, and required measures to minimize risks are carried out promptly and carefully. Professional staff, customer briefing, and taking weather and other conditions into account enable safe operations. A customer who follows staff instructions can trust that they are in safe hands throughout the event. Risk assessments are attached.

## **7. ACCIDENT AND EMERGENCY SITUATIONS; OPERATING INSTRUCTIONS**

If an accident occurs, the need for help and the safety of all travelers are ensured. Customers are informed of exceptional arrangements, and water and/or warmth are arranged if necessary. The guide has first-aid training.

In an accident situation, before the arrival of rescue authorities, operations at the scene are led by the person responsible for the service. If the customer group includes medical or rescue professionals, leadership responsibility may be transferred to them. The order of action in an accident situation is as follows:

- **Rescue** those injured and in danger first.
- **Report** the accident to the emergency number **112** only from a safe location.
- **Prevent** further damage.
- **Give first aid**; start CPR if necessary.
- **Guide rescuers** to the scene.

**When making an emergency call, remember the following:**

- State what has happened: fire or other accident.

- State where it happened: Give the exact address (town, street address, coordinates, village, name of the building) and agree on guidance to the scene.
- State if anyone is in danger or injured.
- Answer questions briefly and accurately.
- Do not hang up until you are given permission to do so.
- When calling from a mobile phone, you do not need an area code or a SIM card.

## 8. RECORDING ACCIDENTS AND NEAR-MISS SITUATIONS

Any accidents or near-miss situations that may occur in the company's operations are investigated and recorded. Accident situations are reported to the **Finnish Safety and Chemicals Agency (Tukes)**. If necessary, records are also utilized in the prevention of future accidents and in staff training. We also discuss accidents and near-misses occurring in our subcontractors' operations and, if necessary, organize training for our subcontractors as well.

## 9. COMMUNICATION

In matters related to safety issues and accident situations, the **CEO** is responsible for communication on behalf of Magni Mundi Oy.

**Phone:** +358 10 5797940, **Email:** sales@magnimundi.fi

## 10. SHARING SAFETY DOCUMENT AND PLAN INFORMATION WITH EMPLOYEES AND OTHER PARTIES

Magni Mundi Oy's employees and subcontractors are briefed on the contents of the safety plan and risk assessments. Whenever the material is updated, the entrepreneur instructs staff to read the new version. Subcontractors are responsible for training their own personnel and maintaining the safety plan and risk assessments required by law in their own work, but Magni Mundi Oy aims to support them and, if necessary, provide training in safety matters to ensure it is safe for our customers to participate in our subcontractors' services as well.

## 11. CUSTOMER GUIDELINES FOR SERVICE EVENTS; GENERAL INSTRUCTIONS

- Inform the organizer in advance (via form or verbally) of any mobility restrictions or illnesses.
- Check the age limits for the service and whether your child can participate. Take responsibility for your child's safety.
- Use seatbelts in traffic, flotation devices on the water, or other necessary protective equipment.
- Follow the service provider's instructions.

The service provider is responsible for the safety of the service. If you suspect the safety of the service, you can report the matter to the **Finnish Safety and Chemicals Agency (Tukes)**.

## 12. INSURANCE

Customer events organized by Magni Mundi Oy are covered by **general liability insurance**, which covers personal injury and property damage resulting from the company's negligence. Any

subcontractors used by the company are responsible for their own share of the operations with their own liability insurance.

Accidents resulting from the customer's own actions are not covered by the general liability insurance. We recommend that customers participating in activities have their own **personal accident insurance**. Magni Mundi employees are covered by statutory accident insurance.

*This document was updated on August 1, 2025 / Magni Mundi Oy*

---