



## **Visitor Safety**

Welcome! Blended Waxes, Inc. is committed to making your visit a safe and healthy one for you and others in the workplace. For that reason, we require all visitors to abide by the following safety rules while at Blended Waxes.

### **Signing In**

Upon arrival, all visitors must sign in with the receptionist.

### **Personal Protective Equipment**

All visitors must use and wear the following Personal Protective Equipment while visiting the plant floor:

- Fully enclosed, flat rubber or leather soled shoes
- Safety glasses (ANSI Z87 approved) required when observing production processes
  - Safety glasses are available in the lobby
- Further PPE may be required depending on operations being observed or the tasks being conducted
  - This PPE will be provided if necessary

### **Rules of Conduct**

All visitors must obey the following rules of conduct at all times:

- Follow all verbal instructions and signs
- Don't touch or attempt to operate any machine, device or equipment unless told to do so
- Stay out of restricted areas
- No photography or video recording or personnel, equipment and processes allowed
- Report all injuries or problems immediately, no matter how minor.
  - If an accident is not reported, the visitor accepts full responsibility

### **Signing Out**

Visitors must leave through the same area they entered and sign out with the receptionist.

### **Noncompliance**

Visitors who fail to follow these policies will have their visiting privileges revoked and be asked to leave. Blended Waxes shall not be responsible for injuries visitors suffer as a result of violating these rules.