

## Industrial Worker - General Safety Rules

- All Workers that enter a food production facility must wear hairnets and beard nets ( if a person has beard ) before entering the plant area.
- Wear appropriate disposable coats or required uniform before entering the plant.
- Be prepared to show your Identity card or a government issued picture id, if requested by security.
- Intoxicated persons ( e.g. any drugs, alcohol ) will not be permitted to enter the plant area and work.
- The Worker must wear approved personal protective equipment (safety glasses, goggles, ear plugs, safety shoes as required and directed by Management).
- Use proper lifting techniques and hand walkie equipment when material handling.

### **Pinch points / Machine Guards:**

- Never place hands under the machine guard or in a pinch point area, as it could result in a serious injury to your hands and fingers.
- Report immediately any machine safety hazards, unsafe practice directly to your supervisor /manager which may pose a safety risk to other employees / temps.
- An operator / line packager should not be distracted while his machine is running.
- Electrical / Electronic equipment must be repaired only by qualified and authorized maintenance personnel.
- In case of hand / body injury on the line, please push the red button to stop the belt.

### **Lift trucks ( BT, Forklifts, Raymond Reach )**

- Do not operate any equipment ( e.g. forklift truck, BT, Raymond Reach ) unless fully certified, trained on the equipment and hold a valid training endorsement. Management authorization required.
- Allow forklift operators to pass. Be aware of your surroundings.
- Forklift / BT operators also need to be extremely cautious and watch for pedestrians ( employees ).
- Check your equipment constantly for unsafe conditions. ( guards, loose wires, pinch point hazard )

- All flammable liquids and acids must be kept in safe containers and properly identified
- Aisles must be kept clear free. Any materials, parts, tools, oil, grease, must not be left out.
- Protect yourself and fellow employees by helping keep the plant clean at all times.
- Do not leave food, drinks, water on the plant production area on the floor.
- Do not operate machinery unless all guards are in place, notify Line Supervisor on hazards.
- Always wear appropriate safety shoes, hair nets and clean uniform while at work.

#### **Lock out Tag out**

- Do not remove “ lock out tags “ placed on machinery or equipment. Safety devices on equipment must not be removed or made inoperative. Shut down machines before cleaning, oiling, adjusting or repairing.
- All defective tools or equipment are to be reported directly to the areas supervisor or Manager.
- Do no attempt to repair any machinery, electrical equipment or wiring, as only a qualified and authorized person is permitted.

#### **Air Gun / Tools**

- Blowing dust from clothing by using compressed air is forbidden. Never direct a stream of compressed air towards your own body or that of another person.
- Machine tools must be attended while they are in operation. Horse play is forbidden as it often results in someone else sustaining an injury.
- Pranks or jokes ( using knives, cutters ) on co-workers is not permitted in the plant workplace, as it could result in an injury and loss of production time as well if in case skids cartons are damaged.