## Welcome to Geveko Markings Germany GmbH

When visiting Geveko Markings Germany GmbH (GMDE) we kindly ask you to comply with our health, safety and environmental rules and regulations so that everyone can move around and work in a safe environment.

We are working in EX-class areas and are subject to strict regulations.



#### Welcome

Guests to the administration area should report to the reception – see the overview. (1)

Guests for the production areas must be registered on the guest list and get a reflective vest for VISITORS at the reception - see the overview. (1)

Workmen and service technicians must report to the workshop on arrival before commencing their work, especially hot work.

An instruction and a permit document "Erlaubnisschein" of GMDE, must be handed out to allow work within the factory areas.



#### **Contact**

Our main phone number is +49-7631-3687-0. Please use this number to be guided to the correct employees and facilities.

If in doubt about anything, your contact person will be able to assist you in most cases.

In case of accidents or damage to buildings or equipment, please contact the reception on +49-7631-3687-0.



## **Driving on GMDE's areas**

Max. speed is 20 km/h. Vehicles must not run idle. Trucks for loading and unloading must follow the instructions on roads and signs for the consignment area. Guest parking by the production is only allowed in parking booths marked GÄSTE.



#### Visits to GMDE's areas

Guests must be accompanied by a GMDE employee. Guests in the production areas must stay inside the walking areas, which are marked by yellow symbols and lines. Exercise caution when crossing a walking area where one of the above-mentioned signs are posted.



### **Smoking and alcohol**

Smoking is not allowed on the complete area of GMDE with following exception: Outdoor smoking is permitted where ashtrays are put up and smoking allowed signs are posted (6).

Consumption of alcohol is forbidden on GMDE's areas. You may not be under the influence of alcohol or any other drugs. Any violation of this will result in a dismissal from the premises.



#### Toilets

For customers – see the overview. (3) For workmen, service technicians and truck drivers – see the overview. (5)



### Photography is not allowed

It is not allowed to take any pictures without permission from your contact person.



#### Truck driving - BE AWARE!

In indoor and outdoor areas. Never walk behind a truck without first getting eye contact with the driver.



## **Safety regulations**

Safety footwear is mandatory in all production warehouse areas and in the workshop. Safety glasses are mandatory in all production and laboratory areas. (2)

If necessary, ask your contact person where you can borrow suitable footwear and safety glasses.



#### **Equipment and materials**

Keep a safe distance to the liquids, chemical substances and dissolvers.



## Spills from container

In case of spills, the reception must be contacted on +49-7631-3687-0.

Drain covers must be put on open drain gates – see the overview for the location of drain covers. (7)



#### Chemicals

Any supplier transporting, storing or using chemicals on GMDE property must adhere to the site specific regulations.

Containers with chemicals must be clearly marked with the contents and any required hazard symbols. Safety data sheets for chemicals must be available.



## **Sorting of waste**

Please follow our waste separation instructions, which are posted by the entrances to production areas and the administration building. (1)



#### **Dangerous waste**

Dangerous or hazardous waste must not be stored on site and should be removed by the supplier.

Disposal of dangerous or hazardous waste is allowed in our waste container where the instructions for waste separation must be followed. See location on the overview plan. (4)



#### First aid

Location first aid kits – see overview plan.

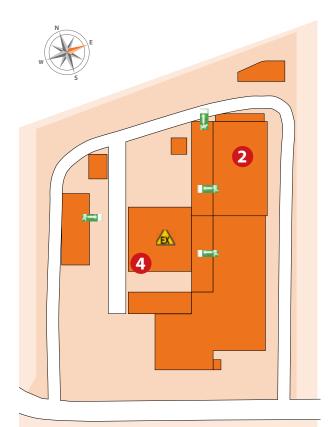


#### **Evacuation**

By fire alarms: Leave the building and go to the assembly point – see the overview. Inform your contact person of your whereabouts.

## **Environmental policy**

Find our relevant certifications on our website: www.geveko-markings.com/about-us/ quality-environment/





Assembly point



First aid kit

- 1 Reception
- 2 Production (EX-Class Area)
- 3 Customer Toilets
- 4 Dangerous Waste
- 5 Guest Toilets
- 6 Smoking Area
- 7 Drain Cover



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# GEVEKO MARKINGS







Site Visitor Safety Information