



**SAFETY
TECHNICAL
ENGINEERING
PROJECT
SOLUTIONS**



**ENGINEERING
CONSULTING**

**EXPERT PROJECT
MANAGEMENT**

**QUALITY
RESULTS**



Core Values

- Safety
- Quality
- Commitment



Mission Statement

Providing customers with turnkey Safety, Technical, Engineering and Project Solutions.



Vision

Develop lasting relationships with clients by sharing our experience and knowledge and assisting them in growing their business.



ABOUT OUR SERVICES

SAFETY



"A lifestyle, not an option". One of our Core Values is Safety- personnel, equipment, and environmental. Our team offers knowledge and experience in Personnel Safety and PPE, LOTO applications and procedures, equipment safe guarding, Safe Quality Foods (SQF) knowledge for product safety and product quality.

TECHNICAL SERVICES



"But not limited to". Our team offers comprehensive knowledge in technical writing, validation, procedure and protocol development, training and operational documentation, One Point Lessons or Job Aids, 2D and 3D drafting and design for facility, equipment, utility and schematic designs and updates.

ENGINEERING AND PROJECT SERVICES



"Custom tailored solutions". With our team's attention to detail, training through the PMP and Agile and SCRUM project management with knowledge of industry standards; we can provide custom tailored solutions for your company, project, and production needs. From Food and Beverage to Pharmaceutical and Automotive, we have a diverse understanding of leading industry requirements and Gold Standard Practices. We also have experience in Continuous Improvement, 5S, Lean Manufacturing, Baselineing or Centerlineing Equipment Centers and Complete Line Automation or Systems.

SOLUTIONS



"Continuous Growth". As we fulfill and maintain your current needs, we look forward to the opportunity to support future growth and exceed expectations. With our versatile staff and experience, we strive to grow with you and support your immediate or long-term resourcing needs. Being able to quickly and efficiently accommodate changes in demands. Our dedication and commitment to our clients is unsurpassed. At STEPS, we make sure to go the extra mile to ensure we exceed our clients expectations and provide beyond satisfactory solutions.



FLEXIBLE SOLUTIONS FOR YOUR BUSINESS NEEDS

PROJECT MANAGEMENT AND ENGINEERING

- ✓ Coordinating all disciplines, contractors or vendors for any size project
- ✓ Manage project scope, budget, schedule and quality
- ✓ Assist in equipment and personnel safety evaluations
- ✓ Assist in product quality and safety evaluations
- ✓ Provide support in processing, packaging and equipment solutions and analysis
- ✓ Coordinate training efforts for Operations, Maintenance and Sanitation with cross shift capabilities
- ✓ Direct support of Engineering and Maintenance Teams
- ✓ Support Quality, Safety, Production Teams and Projects
- ✓ Development and execution of Preventative Maintenance Plans, Changeover Programs and Spare Parts Requirements
- ✓ Development and execution of Equipment Qualifications for Validation, FAT / SAT, Functional Testing and Periodic Reviews
- ✓ Continuous Improvement Initiatives, Lean Manufacturing and 5S
- ✓ Change Control Case development, support and execution
- ✓ 2D and 3D Drafting and Design
- ✓ Provide Project Management that aligns with the overall company objectives and capital plan for seamless project integration and completion

TECHNICAL WRITING SERVICES

- ✓ User and Installation Manuals
- ✓ Standard Operating Procedures (SOP's/SWI's)
- ✓ Work Orders
- ✓ Policies and Procedures
- ✓ cGMP Standards and Documents
- ✓ Editing and Proofreading
- ✓ Training Materials

DRAFTING AND DESIGN

- ✓ Providing detailed 2D and 3D CAD drawings for a variety of applications
- ✓ As-built drawings, updates, and field verification
- ✓ Fast and efficient drawing review to ensure every detail of your project is captured

CONTINUOUS IMPROVEMENT AND PROCESS FLOW ANALYSIS

- ✓ Evaluation of overall line efficiency and possible improvements
- ✓ Evaluate changeover process and equipment setup
- ✓ Review programs and systems for gaps or loss in efficiency
- ✓ Lean Manufacturing and 5S opportunities
- ✓ Value stream analysis
- ✓ Raw material handling & storage, material and equipment flow
- ✓ Track and trace opportunities, raw goods to finished goods with warehouse management systems
- ✓ Evaluate current running status

EQUIPMENT AND PRODUCT HEALTH & SAFETY AUDITS

- ✓ Preventative maintenance programs
- ✓ Equipment centerline / baseline
- ✓ Review spare parts and consumables
- ✓ Evaluate current running status
- ✓ LOTO programs
- ✓ PPE Evaluations
- ✓ Equipment Safe Guarding
- ✓ Cleaning procedures
- ✓ Equipment and room zoning & classifications
- ✓ Equipment hazards



ON-SITE ENGINEERING STAFFING SOLUTIONS

Our engineering resources can operate independently or integrate seamlessly with your team to provide additional support to meet your needs.



PARTNERSHIPS

STEPS partners with electrical, mechanical, automation, robotics and construction resources to offer a wide variety of enhanced services.



CONNECTING YOUR BUSINESS

Our ability to provide turnkey solutions quickly connects your business with the resources you need, saving you time and cost.



AREAS OF EXPERTISE

- Regulatory, FDA, USDA and UL
- Safe Quality Foods (SQF) and Good Manufacturing Practices (GMP)
- PMI Members
- CAD support and design
- One Point Lesson, Job Aids and Lockout Tagout (LOTO)
- 5S and Lean Manufacturing Practices, Leading Kaizen and Gemba events
- Poka Yoke Equipment, Assembles and Standardization
- Manual application to full automation including robotics

FACILITIES

- Bulk storage-load/unload
- Climate Controlled Warehousing
- Nitrogen or Ammonia freezer
- Grinding and Explosion rated suits

MATERIAL HANDLING

- Pneumatics and Vacuum
- Pump and Auger
- Automation - AGV
- Dumping or Charging
- All conveyance types including Airveyor

PRODUCTS

- API's and Excipients
- Granulation and Compacting
- Coating and Encapsulation
- Powders and Liquids
- Snack Mixes and Baked Goods
- Frozen Ready to Eat (RTE) products
- Eggs / cheese / meats - Raw or Pre-cooked

MATERIAL KNOWLEDGE

- Flexible packaging, corrugate and Rigid Containers
- Bulk
- Grinding and Regrinding
- Blow Molding
- Shrink Film, Sleeves and Bundling
- Inserts, Promos and Stickering
- Banding and Tamper Evident Packaging (TEP)





EQUIPMENT

- Aseptic Fillers
- CIP / COP systems
- Granulation and Coating
- Heat Exchangers and Chillers
- Xray, Metal Detection, Check Weighing, Vision and Barcode
- Track and Trace and Reject Systems
- Fillers, Formers, Sealers and Wrappers
- Depalletizer, Destackers and Dunnage Removal
- Blow Molding and all Conveyance Types
- Bottling, Cartoning and Case Packing
- Full system - processing equipment to primary, secondary, tertiary packaging and palletizing





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