



## **Plant Safety Rules**

### Rules apply to Employees, Guest, Contractors, and Vendors

General: No employee, guest, contractor, or visitor will knowingly compromise the health, safety, or well being of themselves or others.

- No alcohol or illegal substances on the premises
- You may not remain on the premises under the influence of alcohol or illegal substances
- Legal medication must be reported if warnings indicate plant safety may be compromised
- No firearms or weapons allowed on the premises
- No running or other forms of horseplay
- No smoking, except in designated outside smoking areas
- No fighting or other forms of violence
- No threatening or intimidating behavior or other forms of harassment
- No unauthorized guests
- No photographs unless authorized by a supervisor
- Vendors must be escorted unless authorized by G.M.
- No shouting unless as a warning to specifically to preclude injury to a coworker
- Keep plant noise down and let others know before making noise out of the ordinary
- No foul language, expletives, racial comments, or ethnic slurs
- No lewd or lascivious behavior
- No sleeping
- Report all accidents and hazards to a supervisor immediately
- Music stations must be agreed upon by all that can hear them
- Personal protective gear must be worn as required by the safety procedure
- Clothing must be serviceable and suitable for the task being performed
- Keep neat and clean work areas
- Chemicals must be authorized by the plant safety officer before being purchased
- All employee's and contractors must read the safety policy and safety handbook

Additional safety rules may be added. Employees will be notified by e-mail of any changes made to these rules. Employees must abide by these safety rules and the other safety policies, procedures, and guidelines of the company.