

Safety information

for visitors and external companies



Welcome to Wanzl GmbH & Co. KGaA

We have compiled this information for you in the interest of your safety and to protect you from the specific hazards within our company.

■ VISITING OUR PLANT – REGISTRATION

The visitor/business partner or their employees must register at the head office or gate before entering the plant premises. You will be given this safety information notice upon signature. Please also sign out when you leave the plant.

It is not permitted to park vehicles on the plant premises overnight without the express permission of management. Disorderly conduct and any disturbances of work are prohibited. Violations may result in the corresponding external workers no longer being deployed at Wanzl GmbH & Co. KGaA.

EMERGENCY TELEPHONE NUMBERS

	INTERNAL	EXTERNAL
Rescue		
coordination centre	112	112
Fire	112	112
First aid providers		
Plant 1	1078	0160 / 3673890
Plant 2	1088	0160 / 3673891
Plant 3	7333	08266 / 299-7333
Plant 4	1023	0160 / 3673892
Environmental accidents		
Plant 1	6269	08221 / 729-6269
Plant 2	6203	08221 / 729-6203
Plant 3	7208	08266 / 299-7208
Plant 4	6444	08221 / 729-6444

■ ENVIRONMENTAL PROTECTION / ENERGY MANAGEMENT

All persons on the premises of Wanzl GmbH & Co. KGaA must conduct themselves in such a way as to avoid harmful environmental impacts and energy waste. In addition, the statutory environmental protection regulations, such as the Water Resources, Circular Economy and Waste Act, must be complied with.

.....

■ SAFETY INFORMATION



Keep to the marked routes only. Access to production and storage areas is prohibited without **safety shoes**. Visitors who do not have safety shoes will be issued with safety shoe covers after registering. A **high-visibility vest** will also be issued to all visitors.



There is a **high volume of traffic** on the plant premises as a whole. Do not linger at intersections or at entrances/exits in front of buildings.



Only use the routes designated for the **transportation of persons** and pay attention to plant traffic.



Only stay in the **permitted areas**.



Switching and reaching into machines and systems is prohibited. Please make sure that our employees can continue their work undisturbed.



Production parts can have sharp edges or be hot. Do not touch them without express permission.



In the plant, there are marked areas that may be hazardous to **wearers of electronic medical devices** (pacemakers).



Emergency calls (112) can be made using the **company emergency telephones**.



If an alarm sounds, everyone must go to the **assembly point**.

■ PLANT TRAFFIC REGULATIONS

German road traffic regulations (StVO) apply on the plant premises; however, priority must be given to the transport of persons and forklift traffic. In addition to the provisions of the German road traffic regulations, all road users must also observe the plant's internal traffic and conduct rules (e.g. restrictions on passing through and stopping) indicated by signs throughout the plant premises.



The **"drive slowly principle"** applies on the plant premises.
The maximum speed is 20 km/h.

Parking of motor vehicles is prohibited in front of fire brigade entrances, extinguishing equipment, transformer stations, traffic routes and emergency exits. Drain covers must generally be kept clear.

■ ADDITIONAL REQUIREMENTS FOR EXTERNAL WORKERS



Safety shoes must be worn when exiting a vehicle!



High-visibility vest must be worn in case of danger or when requested.



If the work will generate **high sound levels**, this must be agreed with the Wanzl supervisor in good time.



Only **scaffolding and ladders** that are in a sound condition may be used. Scaffolding must be designed and secured in accordance with the assembly and use instructions.



At workplaces where there is a risk of falling, work may not be carried out without having taken suitable measures for fall protection.

■ WORKPLACE ORGANISATION

Before starting work, you as the external company must complete the **"Deployment of external companies" checklist** with your responsible Wanzl supervisor to determine whether special safety precautions must be taken. This applies in particular to welding and burning work. Once the work has been completed, this must be reported to the relevant Wanzl supervisor.

■ WASTE

Any packaging and waste materials must always be removed once the work has been completed.

■ WATER-POLLUTING LIQUIDS

Special care must be taken when handling **water-polluting liquids**. Contamination of soil and groundwater must be avoided at all costs. If there is a leak (e.g. tipped or defective container, burst hose, etc.), the following steps must be carried out immediately:

1. **Prevent the liquid from spreading, e.g. use an oil binding agent, seal off gullies and drains, etc.**
2. **Report the environmental accident immediately (see emergency telephone numbers)**

■ INCIDENTS AND ACCIDENTS AT WORK

All incidents (occupational accidents, fire, leaks, environmental hazards, etc.) must be reported immediately to the respective Wanzl supervisor. The same applies to other **disruptions**.

■ RECORDING OF OCCUPATIONAL ACCIDENTS

Occupational accidents must be immediately reported to the relevant Wanzl supervisor (if applicable, see emergency telephone numbers). Remain at the site of the accident or incident and do not change anything.

■ CONFIDENTIALITY

The visitor/business partner is obliged to keep confidential all **company and business secrets** and **other information** of which they become aware.



There is a general **prohibition of photography and filming** on the entire plant premises (this also applies to mobile phones). Filming equipment and cameras may only be brought onto the premises after approval has been obtained from the company management.

■ PROHIBITION OF ALCOHOL AND INTOXICANTS / SMOKING

Bringing and drinking **alcohol and the use of intoxicants** on the plant premises is prohibited.



Smoking is only permitted outside buildings, in the **designated smoking areas**.



Wanzl Worldwide

- Headquarters
- Branches
- Representative offices



LEIPHEIM

Wanzl GmbH & Co. KGaA

Rudolf-Wanzl-Straße 4

89340 Leipheim

Phone +49 (0) 82 21 / 7 29-0

Fax +49 (0) 82 21 / 7 29-1000

info@wanzl.com | www.wanzl.com

KIRCHHEIM

Wanzl GmbH & Co. KGaA

Hasberger Straße 13

87757 Kirchheim/Schwaben

Phone +49 (0) 82 66 / 299-0

Fax +49 (0) 82 66 / 299-1000

info@wanzl.com | www.wanzl.com