

# VISITOR SAFETY GUIDELINES



The safety of our colleagues,  
contractors, customers, visitors  
and suppliers is our top priority.

We kindly ask you to follow our  
safety guidelines. If you have any  
questions, feel free to ask.



**THINK FIRST  
BEHAVE SAFE**

BME HEALTH & SAFETY COMPASS



## VISITOR SAFETY GUIDELINES

KEEPING YOU SAFE IS YOUR TOP PRIORITY

The safety of our colleagues, contractors, customers, visitors and suppliers is our top priority. In this card you can read our most important safety guidelines. Adherence to these guidelines contributes to the safety of us all.



### Supervision

Within our location you will be accompanied by one of our employees. They know all our safety rules and procedures. Therefore, always follow his/her instructions.



### Safety Vest

In our warehouse and on our premises, you are required to wear a safety vest. Your contact person will provide you with one.



### Smoking

Smoking is prohibited in our location and on our premises, except in areas where smoking is indicated as permitted.



### Use of cell phone

Due to the heavy traffic at our location, it is not allowed to make calls or use your cell phone in any other way while walking on our premises and in our warehouse.





## Evacuation signal

If you hear the evacuation signal, please leave the building together with your contact person as soon as possible:

- >> Follow the illuminated emergency exit signs.
- >> Go to the indicated assembly point.
- >> Use the stairs and never use the elevator in this situation.
- >> Follow the instructions of the emergency response team.
- >> Never leave the premises without reporting it.



## Traffic regulations

- >> General traffic regulations apply to our premises.
- >> Pedestrians must always walk on footpaths and pedestrian crossings (if any).
- >> The 2-meter rule; it is not allowed to be within 2 meters of a vehicle (truck, lift and/or reach truck) while the vehicle is in use.



## Warehouse

You are not authorized to operate any machinery belonging to our company/location.



## Automatic External Defibrillator Device (AED)

We own one or more AED device(s). Your contact person knows where the AED device(s) is/are located.





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