

## Leaflet for visitors

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Author: D. Kruse Issue: 28/07/2017

Recipients: Visitor group contacts, escorts Replaced: 07/04/2022

Dear visitors

We are pleased that you would like to visit our site. The safety of our visitors is of great concern to us. For this reason, entry to the plant premises is only permitted with an accompanying person. Compliance with the rules and regulations in force at our company serve your personal safety and operational organisation. We therefore ask you to carefully read and follow the requirements, rules and regulations listed below.

Thank you!

### Basic provisions Plant tour Stahl Gerlafingen AG

All visitors receive a coat, safety goggles, helmet and hearing protection at the beginning of the plant tour. As the plant site is very extensive, up to 20 minutes must be allowed for transfers between the individual departments. These distances are covered on foot, accordingly a certain level of fitness is required. For organizational reasons, the group of visitors is limited to those registered by name. The plant tour is agreed upon in details with the relative departments. For this reason, changes in the schedule at short notice are not possible.

The plant site in Gerlafingen is a large industrial area and poses specific hazards that must be taken into account. Therefore, the following safety instructions must be followed:

- Wear closed clothing for the tour: Closed toe shoes with a sturdy tread (no high heels) long pants and long sleeved shirts/sweaters.
- The plant tour is not suitable for persons with walking/visual impairments or other limitations. There will be no breaks during the tour and no seating can be provided. In addition, some departments are only accessible via steep stairs.
- Touching machines, technical equipment or products in the plants is strictly prohibited.
- Care should be taken when walking on the streets of the area. Bicycles, cars, forklift trucks, trucks and rail vehicles are on the road on the factory premises.
- Leaving the group during the tour is prohibited. Stay with the group and the accompanying person at all times.
- Children under the age of 10 are not allowed to take part in the tour.
- In case of alarm and emergency situations, the instructions of the accompanying person must be followed.
- The instructions of the escort or plant personnel must always be followed.

Important prohibitions and notices:

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There is an absolute ban on alcohol and drugs on the plant premises!



People with pacemakers are not allowed to enter the steel mill.



The obligation to wear a helmet applies to all people throughout the plant.



The wearing of safety goggles is mandatory in the departments. Personal corrective eyewear without side shields are not considered protective eyewear for this purpose. Spectacle wearers are provided with over-glasses that are worn over their personal corrective glasses. Contact lenses are not a substitute for safety glasses.

As a visitor, you must follow the regulations described in this leaflet. You acknowledge that the responsible escort is authorized and obliged to terminate the visit in the event of non-compliance and to immediately escort you to the exit. We are liable for any personal injury or property damage only if all safety regulations are observed.

We wish you an interesting stay at Stahl Gerlafingen AG!

I have read and understood the above instructions.

Date: .....

Name: .....

Signature: .....

**Please bring the signed form with you on the day of your visit!**