



Welcome to A-ware Packaging Almere

For a pleasant and safe stay, please read this information and follow the guidelines.

Wittevrouwen 2, 1358 CD Almere



Housekeeping

Everyone is expected to ensure a clean, tidy workplace and clean site. This means:



- Waste in the containers etc.
- Work areas in the factory tidy.
- Hang up cleaning utensils and store tools.

Safety

- The wearing of safety shoes in the production areas is mandatory.
- It is forbidden to work without a so-called work permit if required.
- It is mandatory to keep the emergency doors clear.
- It is prohibited to restrict access to fire extinguishers.
- It is mandatory to walk on the green footpaths.
- On the premises, wearing a safety vest is mandatory.

General

- It is forbidden to take out materials without authorisation.
- It is not permitted to enter production departments without the approval of the appropriate management.
- It is forbidden - without permission - to take photographs or videos.



Parking and traffic on site

- Parking must take place in the car park.

- At the factory site, the legal traffic regulations apply.
- Everyone must adhere to the speed limit indicated.
- Persons under the age of 16 cannot enter the factory grounds without supervision.

No smoking



Smoking is prohibited in the premises and buildings except for the designated smoking area at the staff entrance.

Alcohol and drugs

- It is forbidden to carry/use alcohol and drugs in the workplace.
- It is forbidden to appear at work under the influence of alcohol or drugs. Violations of these prohibitions are always grounds for action.

On the company premises, you may encounter the following icons, which indicate the requirements and prohibitions applicable to the area in question.



Washing and disinfecting hands is mandatory.

Wearing clean, white, closed work clothing is mandatory.



Wearing (clean) safety shoes is mandatory.



Wearing safety glasses is mandatory.



It is mandatory to wear a clean hair net.

A beard net must be worn if you have a beard and/or moustache.



Wearing hearing protection is mandatory.



mandatory.

The carrying and/or consumption of food and drink in the production areas is prohibited.



Peanuts and nut products are not allowed within the Packaging facility.



Wearing a watch and jewelry is prohibited.

Smoking is prohibited.



Assembly area in the event of fire or emergency.

Evacuation route.



Eye shower.

First aid box.



Fire extinguisher.

Hose reel.



Fire alarm manual call point.

Additional hygiene rules

- Clean hands and nails.
- Always report diseases and inflammations.
- Report glass breakage immediately.
- Report undesired, unsafe situations and (near miss) accidents.
- Medicines banned in the production area.
- Coughing and sneezing over products is prohibited.
- Visitors should not touch open product.

Fire, emergency or evacuation

Follow the instruction of the in-house emergency response organisation of Aware Packaging and proceed to the designated emergency muster area (see map)

INTERNAL EMERGENCY NUMBER
(+3188-738) 1114 or 1115

EXTERNAL EMERGENCY NUMBER
(0) 112

