



Welcome



TH. WITT Kältemaschinenfabrik GmbH

## Safety Information



We have compiled the following information in the interest of your safety and to safeguard against specific risks within our company.

## Working at our plant

If it is necessary for our business partners to carry out work in our plant in order to fulfil our order, the relevant safety and environmental guidelines form part of the contract in addition to the information contained in this data sheet.



### Signing in and signing out

Please park your car in the designated **visitor parking spaces** (see map). You are only permitted to park on the site with the consent of your contact or a member of the Management Team. Disturbances and disorderly interruptions to the regular activities on the company premises are not tolerated.

All visitors and business partners, including their employees must sign in. They will be given a copy of this safety information sheet (and if necessary the safety and environmental guidelines and/or PPE) and issued with a visitor's pass. You must also sign out when you leave the plant.

Upon arrival, please wait until your contact at WITT comes to greet you in reception. Then follow their instructions. For safety reasons, visitors may not enter the plant premises alone.

### Company property (e.g. visitor's badge)

You must return any company property and your visitor's badge to your contact at the end of your visit to the plant.

### Confidentiality

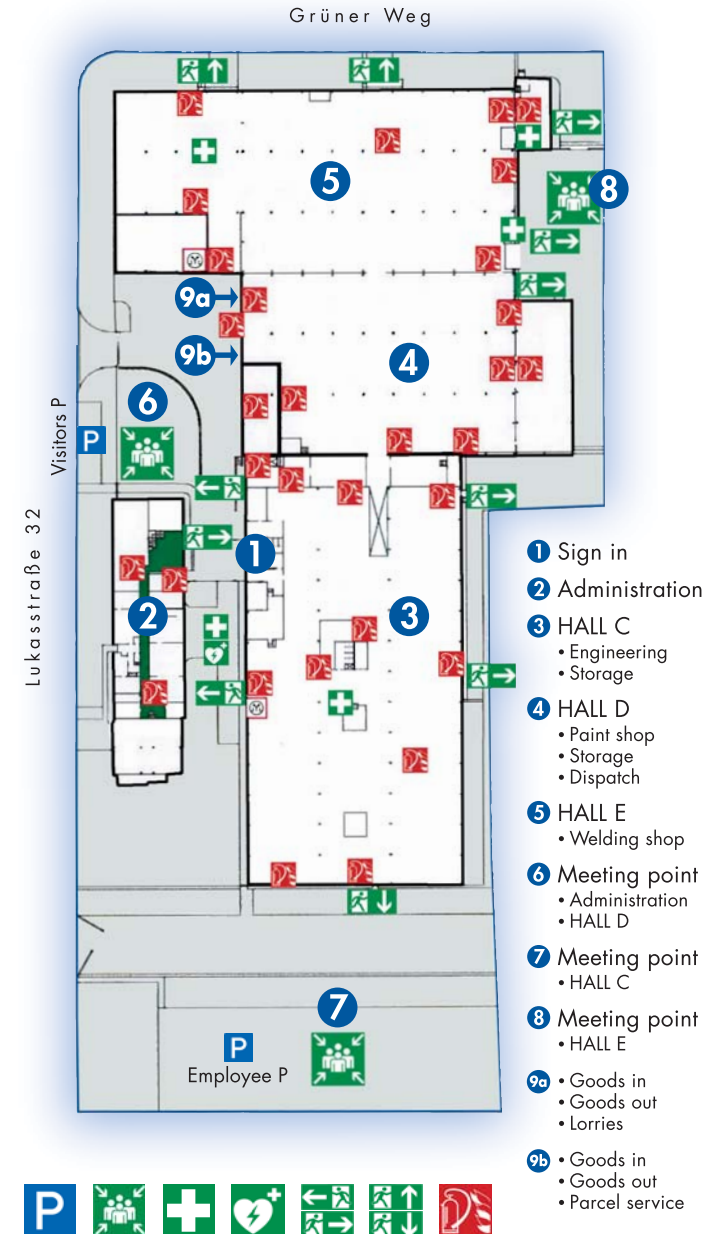
Visitors/business partners are obliged to treat all business and trade secrets and other information made known to them during their stay as confidential.



Photographs and filming of any kind is not permitted anywhere on the site (this also applies to mobile phones and tablets). The equipment and apparatus required for such activities may only be used with a special permit from your contact at WITT.

## Map

TH. WITT Kältemaschinenfabrik GmbH  
Lukasstraße 32 • 52070 Aachen, Germany  
Phone +49(0)241 182 08-0 • info@th-witt.com • www.th-witt.com



## General Safety



Personal protective equipment (PPE) must be worn as a general rule in the areas labelled as requiring PPE or when carrying out work that requires their use. The business partner is responsible for providing the necessary protective equipment. Visitors will receive the necessary PPE from their contact at WITT. Safety shoes according to DIN EN ISO20345 (minimum category S1) are required.



Sometimes there can be quite a lot of traffic moving around the plant, so it is not advisable to stop on the crossroads or in front of entrances/exits of buildings or sections of buildings. Only use the entrances/exits designed for people to walk through, and the signposted pedestrian paths. And you must pay attention to the plant traffic around you.



Only remain where your contact has taken you or where he has authorised you to go.



Switching on and reaching into machines and equipment is prohibited. Please ensure that our staff can continue with their work undisturbed.



Production parts may be sharp or hot and/or are subject to specific quality requirements. You must not touch these parts without express permission.



Generally speaking, visitors are given a quick induction to the emergency numbers around the clock. In addition to this, we have an on-site medical office and first aid stations. Please also make a note of our emergency exit routes on the map!

## IMPORTANT TELEPHONE NUMBERS

**EMERGENCY, EMERGENCY DOCTOR, FIRE BRIGADE (0) 112**

**POLICE (0) 110**

**WITT-SAFETY EXPERT +49 (0)241 18208-191**

**RECEPTION OFFICE +49 (0)241 18208-0**

## SUPPLIERS MUST NOTE THE FOLLOWING IN PARTICULAR WHEN WORKING AT THE PLANT

### Organisation of the workplace

Before commencing work, as a contractor you must check with both the responsible Head of Department/your contact whether there are any special safety precautions you need to take. This applies in particular to welding and work involving fire. Once the work is completed, the relevant Head of Department/your contact must be informed.

### Traffic regulations in the plant

The rules of the Highway Code apply in the plant site, however, people and forklift trucks have priority. All drivers and pedestrians throughout the entire plant site must also observe the governing internal traffic and the rules of conduct as depicted on the signs (e.g. maximum speed, no crossing and no stopping).



The "Drive Slowly" rule applies on the plant site. The speed limit is 10 km/h.



It is not permitted to park motor vehicles in front of fire brigade access, fire extinguishing equipment, transformer stations, traffic routes and emergency exits. Manhole covers must be kept clear as a general rule.

### Additional requirements for driving tasks involving loading and off loading

When entering the plant site, the following types of equipment must be in the vehicle.



**1. Safety vest**  
in accordance with the requirements of the standard DIN EN 100 20471



**2. Safety shoes**  
in accordance with the standard DIN EN ISO 20345 (minimum category S1)

The safety vest and safety shoes must be worn when alighting from the vehicle

### Securing traffic routes

Pits, grooves, excavations and open channels, floor vents, etc. must be adequately secured with coverings or fencing.

### Ban on alcohol and drugs / smoking

It is forbidden to bring or drink alcohol or take other drugs on the plant site!



**Smoking bans must be observed!**

### Environmental protection / energy management

Everyone on the premises of TH. WITT Kältemaschinenfabrik GmbH must behave in such that avoids harming the environment and wasting energy. All the relevant environmental regulations must be observed. Keep your workplace clean and tidy.

### Waste

You must take any packing material and left over materials with you once you have completed your work. If the waste is to be disposed of on the premises, you will require the written permission of your contact to do so.

### Hazardous materials

Before using hazardous materials, you must inform your contact. The respective safety data sheets must be presented for the hazardous materials used. When working with hazardous materials, the corresponding safety precautions must be observed.

### Water-polluting liquids

Water-polluting liquids must be handled with great care. Precautionary measures must be taken at all times to prevent the soil and groundwater being contaminated. In the event of a leak, the following steps must be taken (e.g. overturned tank or defective tank, ruptured hose, etc.):

1. Stop the liquid from spreading, e.g. use an oil binding agent, seal gullies and drains, etc.
2. Inform the safety officer immediately (**Phone 18208-191**)
3. Report the incident to your contact at WITT immediately

### Loss events and accidents at work

You must notify your contact immediately of all loss events (accidents, fires, leaks, environmental hazards, etc.) or other incidents. Depending on the type of incident, the relevant emergency service must also be called immediately. Your contact at WITT will inform the safety officer immediately so that he may assess the damage. Furthermore, the scene of the accident or damage must not be left unattended and nothing must be changed or moved.