

# WELCOME TO TVILUM, FÅRVANG

Information to temps

## TEMPORARY HELP – SAFETY NOTES

*In Tvilum, we are very focused on the safety of the individual employee. Every day, we make great efforts to ensure that no one gets hurt as a result of his/her work for us. When you enter one of our factories, we ask that you observe the following instructions. When you arrive, please contact your contact person informed by the agency.*

- In all our production and warehouse areas, it is required to use approved safety footwear. Therefore, at your first meeting here, you must wear approved safety footwear. It is usually supplied by the employment agency, but may exceptionally be issued by Tvilum
- Do not under any circumstances walk around the production on your own before you have been trained in safety regulations in the area. This applies to both pedestrians and vehicles. We have many different means of transport, for example forklifts and transfer carts - these are running around 24/7.
- To prevent accidents, we have tagged yellow walkways for pedestrians. You must orient yourself – via the hanging mirror domes from the ceiling – before you continue your walk. Additionally, there are painted shark teeth in some places and 'STOP' - in both cases you must stop and look around if there is free before you can continue. Look thoroughly around in your working area in relation to markings and traffic hubs and ask if you have any doubts. Although there exist rules and markings, then your attention is always the most important
- For some tasks, additional personal protective equipment is prescribed. It may be hearing protection, safety glasses or similar. These should always be used as prescribed or directed and they will be delivered by Tvilum
- We have many machines that may be dangerous if used incorrectly. If you are unsure whether you have understood or obtained the adequate instruction, do not start work. You must then ask your supervisor or contact person to instruct you in the safe operation
- In Tvilum, there is a total ban on smoking throughout the enterprise - including e-cigarettes. Smoking is permitted in designated smoking areas and only in established breaks. It is also not allowed to consume alcohol or other drugs in Tvilum or being under the influence of alcohol or drugs at work
- Everyone may need a short private call on his private mobile phone to/from his/her spouse/partner and/or children in the course of a working day. It is expected that the calls are limited to the necessary calls. Conversations and operation of mobile phone must never be carried out during walking or driving. Other mobile phone usage (Facebook, twitter, games, etc.) must, for safety reasons and for quality reasons only take place during breaks.
- Certain staff groups must wear safety vests. Ask your contact person.

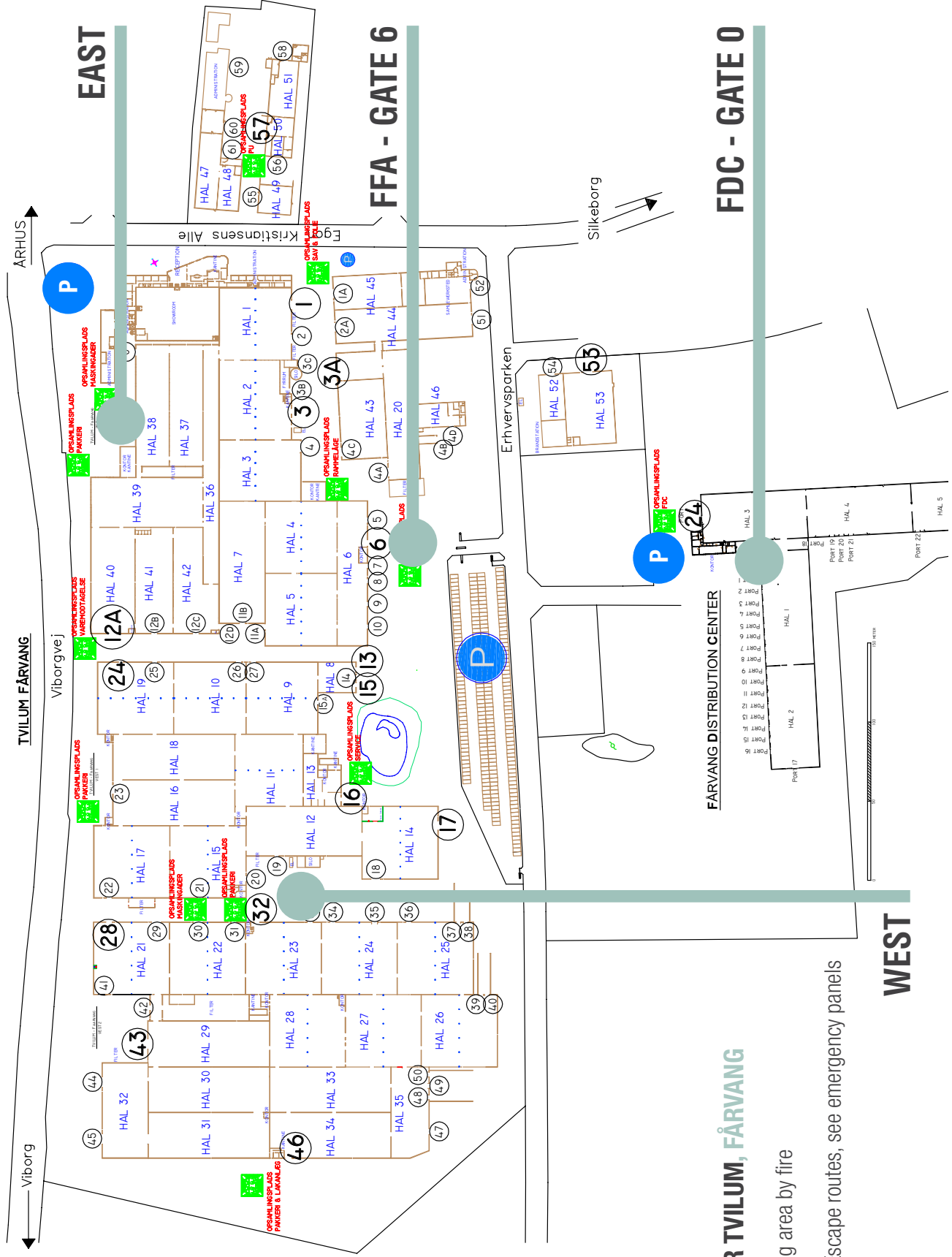
**REMBER TO BRING YOUR LUNCH. WE HOPE YOU GET ON WELL WITH YOUR WORK!**

RECEIPT FOR READING AND RECEIVING THIS FOLDER

Date \_\_\_\_\_

Signature \_\_\_\_\_

tvilum



**EAST**

**FFA - GATE 6**

**FDC - GATE 0**

ARHUS

TVILUM FÅRVANG

Viborg

Viborgvej

Kristiansens Alle

Silkeborg

Erhvervsparken

FARVANG DISTRIBUTION CENTER

**WEST**

**MAP OVER TVILUM, FÅRVANG**

= Waiting area by fire

= Escape routes, see emergency panels