



Aoyama Automotive Fasteners Czech, s.r.o.

Company Work Safety Rules - Extract

- In the whole company premises of Aoyama Automotive Fasteners Czech, s.r.o. Průmyslová 1166, 410 02 Lovosice (ACZ) smoking is prohibited (smoking is allowed only in reserved areas). This prohibition includes vehicle cabs.
- Maximum allowed speed is 20 km/h (32 miles/h).
- Parking is allowed only in reserved parking areas.
- All persons, working in production facilities of ACZ, shall wear personal protective equipments, according to the character of the work performed. This equipment shall not be in contrary to the internal rules of ACZ in any case.
- Employees of external companies, performing any work in production facilities of ACZ, shall wear reflective vest or work clothing with an indication of the company, long work trousers, safety shoes with solid tip, and in according of work performed and area, also hearing protector, safety glasses, and safety helmet.
- For movement in the company premises of ACZ, only marked routes shall be used. In case of crossing of the routes with routes for handling technique, pedestrian crossings shall be used. On the pedestrian crossings, looking around is obligated.
- Entrance of the external companies employees is prohibited to areas, in which their work is not performed.
- Employees shall be familiarized by responsible person of ACZ with specific rules and risks to the workplace and work performed.
- In case of works performed on the basis of contract, external companies employees shall undergo the work safety training (cca 30 minutes) before start of work performing.
- External companies employees shall be able to prove on request their valid licences, documents or certificates, which demonstrate their permissions to perform specific works (welding certificates, forklift licences, work platform licences, crane driver licence, etc), if these specific works are performed.
- When working in heights (work platform included) and above the free depth, when feet are 2m and more above the terrain, all workers in company premises of ACZ are obligated to wear safety helmet, and on the basis of the work performed, also the corresponding safety harness, ropes, etc.
- Guards of the company premises are allowed to check the luggages of leaving persons, and luggage and other spaces of the cars. For this reason, when entering the ACZ premises, please kindly provide to the Guards list of the equipment and material, which could be considered as a ACZ property during leaving check.
- When fire alarm appears, immediately (safely) stop work, and leave the production facilities through the nearest escape exit. Rally point is on the level of the guardhouse in front of the head office.

On behalf of performing company:

Date:

Name:

Signature: