



---

## VISITOR SAFETY ORIENTATION

---

### WELCOME TO AGRU AMERICA!

Agru America strives to create an atmosphere in which everyone feels safe, comfortable and secure. Safe operating practices and accident prevention are a prime responsibility of our employees and visitors.

Please review the following information as it summarizes the Agru America (Agru) visitor safety requirements.

---

#### VISITOR REGISTRATION

---

Upon arrival to Agru, please sign the visitor log located at the front desk. Once you have concluded your visit, please kindly sign out at the front desk as well. **Your signature in the visitor log will acknowledge your understanding of this visitor safety orientation as well.** Please note that for safety reasons, visitors are not allowed beyond the front desk without an Agru assigned escort.

---

#### HAZARD AND EMERGENCY PLAN NOTIFICATION

---

If an emergency occurs during your visit, you must follow the instructions of your Agru host. Please immediately inform your host if mobility assistance may be required or if you have any medical restrictions. Please immediately inform your host if you begin to feel the onset of any illness, dizziness or general discomfort so that immediate medical attention can be rendered.

In the event of a high wind advisory or tornado watch/advisory, an announcement will be made to indicate whether cover should be taken. Please carefully follow your host to the closest interior room or hallway space that does not contain windows and wait for instructions. Your host will advise when it is ok to exit the safe area.

Please note that the safe areas are as follows:

Georgetown Plant: under an inside stairwell, bathrooms, hallway by the back break room and office hallways

Andrews Plant 2: break room, bathrooms and the hallway by Safety Manager's office

Andrews Plant 1: lab, bathrooms, shipping office and the maintenance office

Fernley: bathrooms, hallway between Plant Manager's office and the lab, second floor hallway

In the event of a fire drill or an actual fire, an alarm will sound. Please carefully follow your host and safely evacuate the facility utilizing the nearest exit highlighted with the red



overhead exit sign. Please follow your host to the designated meeting location for roll call and instructions. Your host will advise when it is ok to exit the designated meeting location.

Please note that the designated meeting locations are as follows:

- Georgetown Plant: outside the front gate by Garrison Road
- Andrews Plant 2: outside the front gate by County Line Road
- Andrews Plant 1: outside the front gate by US Hwy 521
- Fernley Plant: outside the front gate by Newlands Drive

Please be advised that if you have a pacemaker, the injection molding machines at Andrews Plant 2 have a very strong magnetic pull. For your safety, please abstain from visiting that portion of the plant.

Should you detect a hazardous situation during your visit, please alert your Agru host immediately. If you experience an injury, no matter how small, please promptly notify your host. *ALL ACCIDENTS AND INJURIES SHOULD BE REPORTED TO YOUR HOST IMMEDIATELY.*

---

#### PERSONAL PROTECTIVE EQUIPMENT

---

The following personal protective equipment may be required prior to entering areas of manufacturing:

Andrews Plants 1 and 2 and Fernley: safety glasses

Fernley: ear plugs

All locations: closed toe flat shoes/boots or steel toe shoes/ boots if you have them and the Agru America provided safety vest.

Please see your host to borrow safety glasses or steel toe shoe caps if you do not have these items with you. Please kindly return any personal protective equipment provided to you while signing out on the visitor log at the front desk.

For your safety, please obey all posted signs and please stay with your host and do not wander off. Please do not touch the machines or make any adjustments to knobs, valves, computers or any other type of control.

---

#### PHOTOGRAPHS AND RECORDINGS

---

Photographs and recordings are not allowed on any Agru premises. Cell phones and other personal electronic devices must be left in your vehicle prior to entering any areas of manufacturing.

---

#### VISITOR GUIDELINES

---



To ensure that Agru America maintains an environment that is safe and free of violence for everyone, the company prohibits the possession or use of dangerous weapons on company property. Dangerous weapons include firearms, explosives, knives and ammunition. A license to carry the weapon on company property does not supersede company policy.

Agru America prohibits the presence of any amount of illegal drug, illegal controlled substance or alcohol while visiting any areas of manufacturing. While on company property, employees and visitors are prohibited from using, possessing, buying, selling, manufacturing or dispensing an illegal drug (to include possession of drug paraphernalia).

Smoking is not allowed inside the plant and only allowed in the designated smoking areas as posted. Please use the provided ashtrays or sand buckets where smoking is permitted. Please note that Andrews Plant 1 is a smoke free facility.

Private vehicles are not allowed past the parking areas.

Visitors who fail to follow these policies may be asked to leave and may have their visiting privileges revoked.

---

**THANK YOU**

Thank you for visiting Agru America today. We appreciate your cooperation with this policy so we can ensure you enjoy a safe visit to our facilities.