


BASIC SAFETY RULES

- ① Upon entering the company's premises **all visitors are required to stop at warehouse office**, wait for further instructions and provide information to visitor's book.
- ② You may only enter the workplace **accompanied by an authorized person**.
- ③ **About all emergency incidents** (deterioration of health status, injury, fire etc.) immediately inform the authorized person.
- ④ You must follow the **instructions given by the authorized person** at all times.
- ⑤ You must **pay increased attention to your surroundings when you hear the warning signal** from a vehicle, forklift truck or other machinery. **Avoid dangerous areas**.
- ⑥ You may only enter the handling area of a forklift truck under the **strict instructions of the operator or the authorized person**.
- ⑦ **Vehicles must be parked** at all times in the appropriately designated spaces. 
- ⑧ When **entering warehouses**, you must wear the appropriate **reflective vest protective shoes** as instructed by the authorized person.
- ⑨ To enter and leave the building, use only the **designated entrances and exits** and follow the instructions of the authorized person.
- ⑩ You must **observe and respect all safety** (prohibition, command, information) and **traffic signs at all times**, in particular:



**ATTENTION
SUSPENDED
LOAD**



**ATTENTION
HANDLING AREA –
MOVING VEHICLES**



SLIP / TRIP / FALL RISK



**ATTENTION
RISK
OF INJURY**



**THE SPACE IS
GUARDED BY A
CAMERA SYSTEM**



**NO SMOKING
BEYOND THE
RESERVED AREAS AND
NO OPEN FLAMES**



**RIGHT OF WAY FROM
RIGHT SIDE**



**UNAUTHORIZED ENTRY
PROHIBITED**



**MAX. SPEED
PERMITTED ON THE
PREMISES**



**FORKLIFT TRUCK
PROHIBITED**



**WEAR REFLECTIVE
VEST AS INSTRUCTED**



**WEAR PROTECTIVE
HELMET AS
INSTRUCTED**



**WEAR HEARING
PROTECTION AS
INSTRUCTED**



**WEAR WORK SHOES AS
INSTRUCTED**



**PARK VEHICLES
IN THE APPROPRIATELY
DESIGNATED SPACES**

Author: Ing. Lukáš Juřenčák

Date: 16.11.2021

Signature:



Valid from:

18.11.2021

Approved by: Ing. Libor Večeřa





Date: 18. 11. 2021

Signature:

PROHIBITED ACTIVITIES

- ① It is **forbidden to enter or move in the path of a moving vehicle, forklift truck or other machinery**, in particular when it is reversing.
- ② It is forbidden to **pass under or stand under a suspended load** or within its vicinity.
- ③ **Never stand behind a vehicle** during (un)loading.
- ④ It is forbidden to **enter an area demarcated by barriers, tables, safety signs** or designated as such by other means.
It is forbidden to stop or park vehicles in areas where they put the safety of operations or the performance of work at risk. **Vehicles must only be parked in designated places**, as indicated by an appropriate **traffic sign, sign with an appropriate inscription**, or by the authorized person.
- ⑥ **Without the prior permission of the authorized person it is prohibited to take photos and make video recordings.**
- ⑦ It is strictly prohibited to bring weapons onto the premises, or to **consume alcohol, narcotics or psychotropic substances** on the premises.
- ⑧ To avoid any risk of injury, **do not touch** any products, equipment, machines or switchboard cabinets.
- ⑨ It is **strictly prohibited to smoke** or work with **open flames** beyond the designated (smoking) areas.
- ⑩ It is **forbidden for children** to enter the premises of the company without the prior approval of the relevant executives.
- ⑪ It is strictly prohibited to **perform high hazard activities without permit to work (e.g. for welding, grinding)**.

IMPORTANT TELEPHONE NUMBERS

	FIRE BRIGADE ☎ 150		AMBULANCE ☎ 155		POLICE ☎ 158		IRS ☎ 112
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A person (visitor) entering the premises of REMAQ, s.r.o., by placing their signature in the visitor's book, confirms that they have read this document, "SO-906-00/21 Guidelines for Visitors (Basic Safety Rules and Prohibited Activities)", fully understood its contents and agrees to abide by these guidelines.

REMAQ, s.r.o. assumes no responsibility for damages caused by non-compliance with the above instructions by visitors.

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