

HSE Flyer – SC info – ALL WRHS Supply Chain Golden Safety Rules



10-4-2025



After recent incidents within the Supply Chain organization, the following safety rules have been introduced **immediately**.

These are valid for ALL supply chain operations internal and on-site **warehouses** and **ANYONE** present there.

The golden rules of supply chain safety are **non-negotiable** safety principles to prevent serious injury:

1. Always wear required Personal Protective Equipment.
2. Operate equipment only if you are trained and authorized.
3. Respect pedestrian and forklift separation.
(Pedestrians must always keep a distance of **at least 5 meters** of forklifts if the driver is inside the forklift cabin).
4. Only authorized personnel are allowed inside the warehouses.
5. Stack and lift of materials should follow the limits established on the warehouse procedures.
6. Follow safe driving rules (i.e. max speed limit 12 Km/h, seat belt usage).
7. Use LOTOTO process for load/unload vehicles and never bypass or disable safety devices or controls.
8. Report all unsafe conditions, near-misses, or incidents immediately.

ARLANXEO

Forklift Dos and Don'ts

FORKLIFT SAFETY



Dos and **Don'ts**

Forklift Don'ts

- *Do not operate the forklift when you feel unwell*
- *Report to your supervisor.*



Forklift Don'ts

- *Do not operate the forklift without license*
- *Only Authorized person can operate the forklift*



Forklift Don'ts

- *Do not overload forklift*
- *Only lift within the forklift load capacity.*



Forklift Don'ts

- *Do not carry passengers*
- *Do not lift any passengers*



Forklift Don'ts

- *Do not speed*
- *Do not rush for work completion*



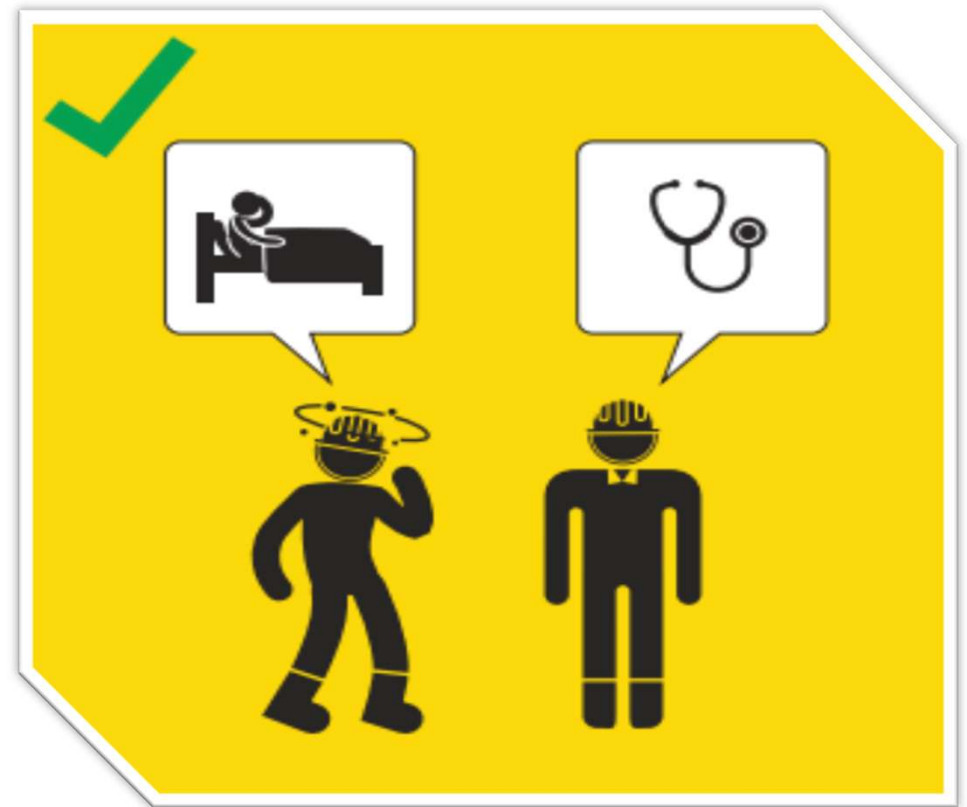
Forklift Don'ts

- *Do not reverse in high speed*
- *Check the rear before reversing*



Forklift Dos

- *Seek doctor advise if you are sick*



Forklift Dos

- *Only trained person can operate the forklift*



Forklift Dos

- *Always lower the fork when operating the forklift*



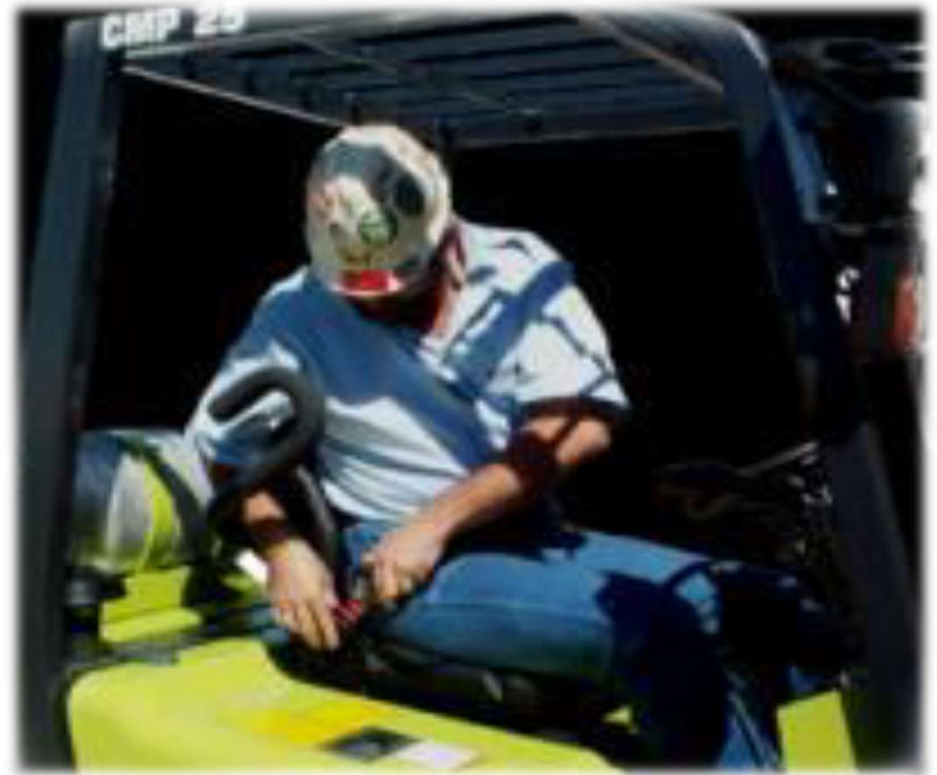
Forklift Dos

- *Check blind spots before reversing*
- *Tap horn to warn others,*



Forklift Dos

- *Always secure the safety belt before operating the forklift*



Forklift Dos

- *Perform Forklift pre-operational check before operating the forklift*
- *Do not operate the forklift if any of the parts faulty.*
- *Report any faulty to your supervisor*



Safe Practices

- Park forklift at approved locations.
- When leaving a forklift, lower the forklift fork, engaged the handbrake, switch off the lights, switch off the engine and remove the ignition key.
- Don't make sudden sharp turns

Safe Practices

- Slow down and tap the horn at intersection and blindspots
- Don't raise or lower the forks while the forklift is moving
- Slow down and tap the horn at intersection and blindspots