

WORK-SITE ACCESS AND ORIENTATION

Appendix 1

CUSTOMER COMPANY NAME: _____

The Bobst Field Technician will adhere to your Facility's EH&S Policies and Procedures. In the event a Policy or Procedure is not available, the Bobst Field Technician will defer to the Policies and Procedures in the Bobst Field Service Safety Program Manual. The Customer's rules governing work-site access and safety should be reviewed with an authorized representative of the facility prior to beginning any work. This review should include, but is not limited to, the following:

1. Exchange of Hazard Communication Information
 - Facility Hazard Communication Program
 - Field Service Work-Site Safety & Hazard Communication Manual
 - Material Safety Data Sheets
2. Emergency Procedures (please identify)
 - Emergency Coordinator
 - Emergency Telephone Numbers
 - Evacuation Procedures
3. Site Orientation (please locate the nearest)
 - Emergency Exit/Fire Extinguisher
 - Eyewash/First Aid Station
 - Telephone
4. Use of Personal Protective Equipment
 - Safety Glasses/Safety Shoes
 - Hard Hat/Hearing Protection
5. Control of Hazardous Energy – in the absence of a Facility-instituted program, the Bobst Field Service Representative will defer to the Bobst Lock Out/Tagout Policy
 - Facility Lockout/Tagout Procedures
 - Bobst Technicians are not authorized to enter confined space pits around machines

Field Service Representative	Facility Representative
_____ Name	_____ Name
_____ Signature	_____ Signature
_____ Date	_____ Date
_____ CA #:	_____

Fax completed forms with your time sheets