

Wonka Milk Chocolate Factory: Facility Safety Rules

Preface:

The Wonka Milk Chocolate Factory prioritizes the safety and well-being of its employees and visitors. These detailed safety rules are designed to ensure a safe and healthy work environment for everyone.

General Rules:

1. Personal Protective Equipment (PPE): All employees must wear the designated PPE at all times while on the factory floor. This includes:
 - Hairnets or beard covers
 - Safety glasses or goggles
 - Disposable gloves
 - Protective clothing (aprons or overalls)
 - Closed-toe, non-slip shoes
2. Hygiene: Thorough handwashing with soap and water is required:
 - Before starting work
 - After using the restroom
 - After eating, drinking, or smoking
 - After handling trash or any unsanitary items
 - Before handling any food materials
3. Food Safety: Employees must adhere to strict food safety guidelines:
 - Do not eat, drink, or smoke in production areas.
 - Do not touch your face, hair, or clothing while handling food materials.
 - Report any spills or contamination immediately.
 - Maintain proper storage temperatures for all ingredients and finished products.

4. Machinery and Equipment:

- Only trained and authorized personnel may operate machinery.
- Never reach into moving machinery.
- Report any malfunctioning equipment immediately.
- Lock out and tag out machinery before performing maintenance.

5. General Safety:

- Report any unsafe conditions or hazards immediately.
- Be aware of your surroundings and watch for potential hazards.
- Do not horseplay or run in the factory.
- Use designated walkways and stairways.
- Know the location of emergency exits and safety equipment.
- Report all accidents and injuries immediately.

Specific Rules by Department:

● Ingredients Handling:

- Wear appropriate gloves and respiratory protection when handling dusty or powdered ingredients.
- Follow proper procedures for weighing and measuring ingredients.
- Be aware of the potential for allergens and cross-contamination.

● Mixing and Grinding:

- Stand clear of mixers and grinders while they are operating.
- Use designated tools and utensils for handling molten chocolate.
- Be aware of the potential for burns and spills.

● Molding and Packaging:

- Do not touch the conveyor belts or moving parts of packaging machines.
 - Be careful not to pinch fingers when handling packaging materials.
 - Report any damaged or malfunctioning packaging equipment immediately.
- Cleaning and Sanitation:
 - Wear gloves and eye protection when using cleaning chemicals.
 - Follow proper dilution instructions for cleaning chemicals.
 - Be aware of the potential for slippery surfaces after cleaning.
- Maintenance and Repair:
 - Lock out and tag out equipment before performing any maintenance or repair.
 - Use appropriate tools and safety equipment for the task.
 - Be aware of the potential for electrical hazards.

Emergency Procedures:

- All employees must be familiar with the emergency procedures for the factory.
 - This includes knowing the location of emergency exits, fire extinguishers, and first-aid kits.
- Employees must be trained on how to respond to different types of emergencies, such as fires, spills, and medical emergencies.

Safety Training and Awareness:

- All new employees will receive comprehensive safety training upon hire.
- Refresher training will be provided on a regular basis.
 - Safety awareness campaigns and safety meetings will be held throughout the year.

Reporting and Investigation:

- All accidents and injuries must be reported to supervisors immediately.
 - Thorough investigations will be conducted for all incidents.
- Corrective actions will be taken to prevent future incidents.

Compliance:

- The Wonka Milk Chocolate Factory is committed to complying with all applicable safety regulations.
 - Regular inspections will be conducted to ensure compliance with safety standards.

Consequences:

- Failure to comply with safety rules may result in disciplinary action, up to and including termination of employment.

Additional Notes:

- These safety rules are not exhaustive and may be amended at any time.
- Employees are encouraged to ask questions and report any concerns they may have about safety.
- By working together, we can create a safe and healthy work environment for everyone at the Wonka Milk Chocolate Factory.

Pets:

- Only guide dogs are allowed on the premises.
- Guide dogs must be properly trained and housebroken.
- Guide dog owners must be in control of their dogs at all times.
- Guide dogs must not be disruptive or aggressive.

- Guide dogs must wear a harness or vest clearly identifying them as guide dogs.
- Guide dog owners are responsible for cleaning up after their dogs.
- Guide dogs are not allowed in food