

# HABAUGROUP



## SAFETY GUIDELINES FOR VISITORS

## Esteemed employees, dear visitors,

### Welcome to the HABAU GROUP

Since your safety is very important to us, we would like to acquaint you with our general rules of conduct. The safety guidelines and the rules of conduct and safety measures contained therein apply without reservation to all visitors.

#### **Outdoor areas, traffic routes, company/factory premises**

- Accessing and visiting company/factory premises is only permitted when accompanied by HABAU GROUP employees.
- Children below the age of 14 are only permitted to access our business premises and company/factory premises when accompanied by an adult.
- Parking is allowed in the designated visitor parking spots.
- Only the accordingly identified paths and areas may be accessed.
- The signs with rules and prohibitions must be adhered to accordingly.
- It is imperative that acoustic and visual warning signals are observed.
- Leaving the group or the marked paths during company/factory tours is prohibited.
- Never stand or walk in the working and/or swivelling range of machines and cranes or behind equipment and vehicles, and do not step in the loops of cables, hoses and the like.
- In many areas of the factory premises, the wearing of personal protective equipment is required. You will be instructed accordingly by the HABAU GROUP employee. In any case, the wearing of a helmet and sturdy shoes is obligatory.
- Smoking is only allowed in the designated rooms and areas.
- The consumption of alcohol on building sites is strictly prohibited. Persons under the influence of alcohol are forbidden from entering the building site, without exception.

## **Film recordings and photography / advertising**

- Photography, film, video and sound recordings without permission are prohibited throughout the entire company/factory premises.
- The offering of goods or services and advertising on HABAU GROUP company/factory premises requires the express consent of the respective site management.

## **Conduct in emergency situations**

- The alarm signals and instructions of the HABAU GROUP employees must be followed.
- In the event of danger, exit the company/factory premises or the building via the marked escape routes and make your way to the meeting point or car park. Do not use lifts and help injured persons.
- Report missing persons and colleagues to the rescue team or the HABAU GROUP employee.

## **Conduct in the event of accidents**

Inform the HABAU GROUP employees immediately. First aid kits and first responders are available.

## **Exclusion of liability**

In the event of damage or injury occurring during a visit, the HABAU GROUP companies and its employees are only liable in the event of a culpable breach of the duty to ensure public safety. In the event of property or financial damage, the HABAU GROUP companies and its employees shall only be held liable if such damage is caused by wilful or grossly negligent behaviour. No liability is assumed for items stored free of charge in the cloakroom or in other HABAU GROUP storage areas.

## **Data protection**

The processing of personal data occurs exclusively in the scope of the statutory obligations. Information on data protection is available at:

[Privacy policy \(habaugroup.com\)](https://habaugroup.com)

# THE CONSTRUCTION FAMILY