

# welcome to Avantium's headquarters

Health & Safety regulations for visitors

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The Health & Safety of our workers, as well as our visitors are of prime importance to Avantium. Therefore, please adhere to the following rules to keep yourself and others safe.

### General

- Visitors must be accompanied by their host
- It is not allowed to use photo or video equipment unless specifically approved by your host
- Please wear your personal badge visibly at all times during your stay at Avantium
- Return the badge when leaving Avantium and have the visitors-log signed off by your host
- Contractors may only commence work with an appropriate *Work Permit*
- Please hold the handrail
- Please do not share confidential information without a signed *Non Disclosure Agreement*
- Avantium is a smoke free facility

### Laboratories

- Laboratories may only be accessed after signing a *Non Disclosure Agreement*, the hallways are not restricted
- It is not allowed to drink or eat in the laboratories
- Wear a laboratory coat and safety glasses when entering a laboratory
- Wash your hands after working in the laboratories

### In case of any type of emergency:

- Warn the people around you
- Phone the Emergency Number: **020 586 8000**

### In case of Evacuation alarm (slow whoop):

- Please remain calm
- Follow your host and the green signs to the nearest emergency exit
- Proceed to the outside assembly area (Parking Penta 2) using the stairs, as indicated on the badge
- Follow the instructions of the emergency crew in the orange vests
- DO NOT use the elevators

### In case of Gas alarm (high pitched beep):

- Please remain calm
- Leave the laboratory room
- The corridors are safe

**Only return to your workplace after the facility has been declared safe**

