

# Powered Industrial Truck Safety

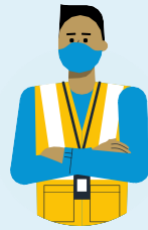


- **Reflective vests** are required in PIT areas.
- Stop and make **eye contact** with PIT operators before proceeding through PIT lanes.
- Always **stop, look, and listen** before entering onto PIT areas.
- Maintain a **6m /20-foot distance** from PIT when they are lifting loads or platforms above floor level. Signal the driver of your intent, and wait for a signal back.

# Parking Lot Safety



- Obey all speed limits (5 mph-15 km/h) and traffic signs in the parking lot.
- Follow any one-way directional signage.
- No running in the parking lot.
- Smoking in the parking lot is not permitted.
- Park vehicles between lines.
- Reversing vehicles into parking spaces is prohibited.



# Safety is Paramount

## Visitors must:

- **Sign in** and **review** the visitor non-disclosure agreement at security.
- **Walk** in blue or green pedestrian aisles only.
- Remain with your escort at all times.
- **Be alert** for any type of moving equipment.
- **Obey** all signs and warning signals.
- **Be alert** to floor hazards.
- **Do not enter** restricted areas (such as construction or robotics areas).
- **Comply** with all Amazon safety rules.

## In the fulfillment center:

- No food or drinks other than water are allowed on the production floor.
- No sunglasses, cell phones, or head phones.
- No cameras or video recorders.

## Dress code:

- No open-toed or open-heeled shoes, or sandals.
- No baggy pants.
- No drawstrings on hooded sweatshirts/jackets.
- Long, dangling jewelry is prohibited.
- Long hair must be tied up above shoulder height.

Before entering the FC, security will issue every visitor a badge with an approved lanyard.

**Your badge must be displayed at all times.**



# Welcome to FULFILLMENT CENTER AMAZON POZZ2

## Visitor Hours:

08:00 AM - 4:30 PM, by appointment.  
Chociule 100, 66-200 Świebodzin



## In the event of an emergency situation of any type on site, contact:



Anyone with a radio to call **Security on Channel 1** or **Safety on Channel 2**



Security via phone: **+48 690 101 582**



## Emergency Evacuation

### If an evacuation occurs:

- Proceed to the nearest emergency exit door in a calm and orderly manner.
- Once outside the facility, proceed to the **assembly point number 7- visitors 8-contractors.**
- Once at the assembly point, wait for roll call and further instructions.
- Do not leave the assembly point until the "all clear" has been announced.

### Severe Weather Emergency:

- If it becomes necessary to shelter due to weather emergencies, an announcement will be made.
- Proceed to a take shelter area within the building. Remain there until the "all clear" has been given.



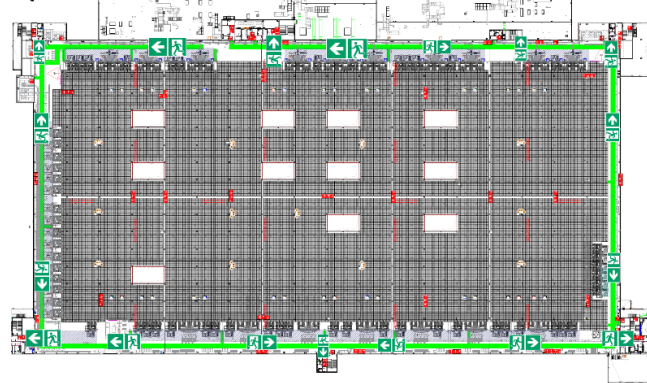
## Amazon Robotics (AR) Safety

- Never cross the AR safeguarding perimeter or walk on an AR floor unless you have been trained and authorized for AR floor access.
- Do not reach onto the AR floor with any items.
- If there is an emergency on the AR floor, immediately press one of the emergency stop push buttons (red mushroom-head switches). These are located at all entry gates and the workstations.

## POZZ

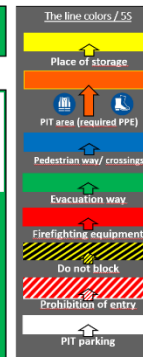


Piętra 1; 2; 3



### Emergency Assembly Points

1. P2R
2. PICK + AFE
3. STOW
4. IB DOCK + RECEIVE + ICQA
5. SHIP + TSO + TOM
6. PACK
7. OFFICE + SUPPORTS + VISITORS
8. CONTRACTORS
9. DRIVERS

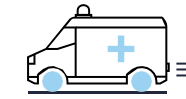


Revision Date: 3/17/22

## Health & Safety Awareness

All visitors involved in any activities on Amazon property must conform to local health and safety regulations.

Please discuss with your escort if you have questions.

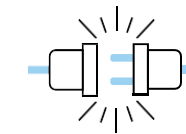


## Medical Emergencies

In the event of a medical emergency, **call 112** and/or medical services in building **Radio Ch. 2.**

Also, **notify security** so that the response can be coordinated: **Radio Channel 1** or **phone +48 690 101 582**

Tell Security the nature of the medical emergency and your location. Security and/or AMCARE will provide emergency response.



## Power Outage

In the event of a power outage, stay calm and stay where you are until the emergency lighting activates.

When the emergency lighting activates, await



Amazon Fulfillment is a **smoke-free facility.**

Smoking is only permitted in designated areas.

## Loss Prevention

### Zero Tolerance Policy

Amazon PO22 follows and respects a ZERO tolerance policy towards:

- Alcohol.
- Drugs.
- Theft.

Positive alcohol test, positive drug test and theft are reasons for the termination of employment.



Please, remember that

- It is forbidden to take pictures or videos inside Amazon PO22.

All exceptions have to be exclusively granted by the General Manager.

### Information Security

- Keep data secure, lock your PC when walking away.
- Never share your password or PIN with anyone.
- Don't discuss sensitive business data where unauthorized personnel can hear you.
- Don't share confidential business data with unauthorized people.

You can contact us:

#### Security Desk / Senior Security Officer

E-mail: [poz2-securityheads@amazon.com](mailto:poz2-securityheads@amazon.com)

Tel.: +48-690-101-582 / 68 478 64 45

#### Rafał Zmimniewicz

#### Loss Prevention Manager

E-mail: [zimniewi@amazon.com](mailto:zimniewi@amazon.com)

Tel.: +48-727-562-267

#### CONTACT US

IF YOU ARE A WITNESS OR A SUBJECT OF:

- THEFT
- VIOLENCE
- FRAUD

## Amazon PO22

## SECURITY RULES

Welcome to Amazon PO22!

Please, read and always follow the security rules valid in the area of PO22

Why are there security rules?

- To protect people.
- To protect information.
- To protect products.
- To protect property.
- To protect business.

What you can get at the Security Desk:

- Your Amazon badge / provisional Loaner badge.
- Lanyards.
- Padlock.
- Other keys (authorized personnel only).

# Loss Prevention

## How to enter / leave Amazon POZ2

Every person can enter and leave the area of Amazon POZ2 only through the **main turnstiles**.

If you don't have access to get through the turnstiles, please, contact Security.

### Badge has to be:

- Visible at all times in the whole area.
- Worn at below the neck or on arm.
- Worn only on approved accessories without Amazon logo or reference to the Amazon location.
- Clear of any drawings or stickers.

### Forbidden use of badge:

- Two or more people passing card reader after using one badge.
- Use any one else's badge.
- Leave the badge unsecured.



### Lost or Forgotten badge:

- Report to Security and HR.
- Get provisional badge at the security desk.



---

If you find a badge, please, forward it to Security.

---

### Forbidden Items on Shop floor:

Please, leave these items in the locker if you need to go to the shop floor:

- Electronic devices (iPod, mobile phones, etc.)
- Cameras.
- Watches, Jewellery.
- Lighters.
- Food.
- Wallet, Bags, purse, briefcase.
- Tools.
- Keys (except locker keys).
- Cosmetics.
- Drinks other than water.

If you're not sure what you can take to the shop floor, please, ask at the Security Desk.

# Amazon POZ2

## Detectors

You can leave the Shop floor only through the **detectors located at both receptions**.



If you're asked for the secondary screening, please, proceed to the area shown by the Security Officer. Please follow instructions of the Security Officer located in the secondary screening area.

**Thank you for your cooperation!**