Thilmany Plant Safety Information

Your safety is our primary concern. Please follow all safety policies while inside the facility. Our Health and Safety/ ISO 45001 Policy is available from the Health and Safety department upon request.

- Safety glasses are required gate-to-gate (including parking lot).
- Ear plugs are required.
- All jewelry and watches must be removed when outside of office areas. If a ring cannot be removed, a covering must be used. Stud earrings are acceptable.
- Safety shoes are required if performing work in production areas, otherwise closed toed shoes are required.
- Minimum of bump caps are required though out the Mill See Procedure for exceptions.
- Hard hats required if performing overhead work.
- All visitors performing work on-site need to have gloves on person.
- Lockout Tagout is required when working on equipment. Locks must be removed before leaving the facility.
- Fall protection/prevention must be used when working in an unguarded area 4 ft or higher.
- Cell phone use is prohibited when outside of office areas.
- This facility utilizes powered industrial trucks and heavy equipment. Use caution and be aware of your surroundings.

Good Manufacturing Practices

All visitors and Ahlstrom-Munksjö employees are required to follow these practices to ensure a safe product for our customers:

- All personnel entering the facility must report with clean shoes and clothes

High Hygiene Area Protocol

High Hygiene areas are designated by either blue paint on the floor, and/or by visible signage to ensure product safety, quality, and legality. Before entering High Hygiene areas and/or touching saleable product:

- Hair and beard containment is required
- Pockets above the waistline must be empty
- Hands must be washed with soap and water before entering high hygiene areas and/or touching salable product

Prohibited items in High Hygiene areas include:

- Food and drink, except water in a lidded container
- Gum, candy, and other confectioneries
- Fingernail art, paint, varnish, and artificial fingernails
- Medications

Good Manufacturing Practices Continued...

- **Visitor badges must be visible at all times and returned when exitingthe plant.**
- **All food waste must be disposed of in the authorized containers. Do not place food waste in any other containers.**
- **Tobacco of any kind, including E-cigarettes, are prohibited on company property. Spitting anywhere within the facility is prohibited.**

Health Risks

Ahlstrom-Munksjö manufactures many types of paper intended to be used in direct contact with food. To help keep our product safe, please do not enter our manufacturing area if you are suffering from any of the following. These include but are not limited to:

- Food-borne illnesses
- Viral infections
- Visible skin infections
- Discharges from the eyes, ears, or nose

All open wounds must be covered with a dressing and band aids must be a different color than the product being produced.

Revised 5/12/2021

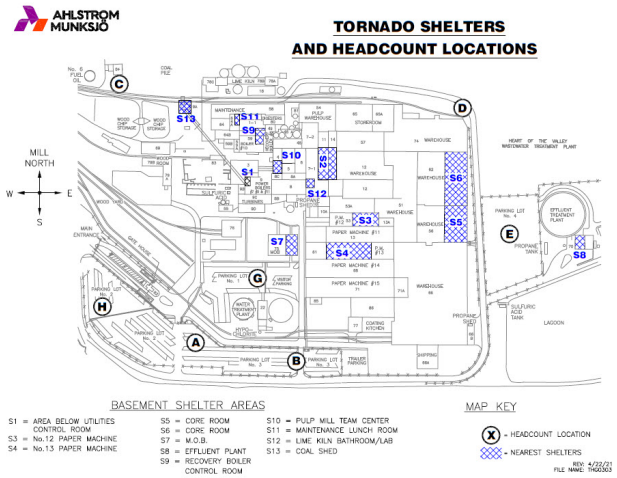
General Facility Information

- Report all injuries
- Do not walk under suspended loads
- Be aware of powered industrial truck traffic
- No photography allowed without permission
- Tobacco is not allowed on Ahlstrom-Munksjö property
- Chemicals brought on site must be approved with an SDS on file. Visitors are responsible for disposal of any hazardous waste.
- Silicone in any form is not permitted onsite without permission
- All weapons are prohibited

If you need Emergency Assistance go to a desk or wall mounted phone and Dial 8911
DO NOT CALL 911

Evacuations and Tornado Warnings are announced over the paging system.

Evacuation
Follow your Ahlstrom-Munksjö point of contact to their evacuation location or go to "A" parking lot.



-Watch out for yourself and others

-Care Enough to Act

-Report unsafe conditions or activities

-Take 2 before starting a task

-Respect our product

AHLSTROM MUNKSJÖ

600 Thilmany Road
Kaukauna, WI 54130
Phone: 920.766.4611

ahlstrom-munksjo.com

AHLSTROM MUNKSJÖ



Visitor Guide for Safety and Good Manufacturing Practices

Welcome to the Ahlstrom-Munksjö Thilmany Plant.

Please follow all Safety and GMP guidelines during your visit.