

## Handbook for visitors

Givaudan produces food ingredients, therefore we ask you to stick to our hygiene and food safety rules. For your enduring protection, we have also outlined rules on fire prevention, plant safety and accident prevention.

### General rules

- Please inform your contact person prior to your visit about allergies, special diets or cardiovascular diseases.
- Please note that in case of a pregnancy you are not allowed to visit the production areas.
- Without an approved application and contact person, it is forbidden to enter the Givaudan-Area.
- Do not leave your contact person.
- In case of emergency: follow your host to leave the building.
- Givaudan identity badges are to be worn at all times.
- Before leaving the area return your badge to the reception.
- Smoking is only permitted in specially marked smoking areas.
- Electronical devices are prohibited in the production building. It is not allowed to take pictures or record videos on the entire Givaudan site.



- There is a site-wide, speed limit of 25 km/h for all motorised vehicles.
- Parking is only permitted in specifically designated parking areas.
- Please use handrails on the stairs.
- Do not touch equipment or products without permission.
- Always wear the safety shoes, a hard hat, visitor jacket, safety glasses.
- Your own safety shoes are allowed if they are clean and in good status.

### Hygiene Regulations

- Shorts or skirts are not allowed, please wear long clothes.
- Persons suffering from gastro-intestinal ailments or other infectious illnesses are not permitted to enter production areas.
- Open cuts or sores must be bandaged using easily-detectable blue plasters.
- If wedding ring is not removable, cover with blue gloves.
- If wearing nail polish and synthetic nails, cover with blue gloves
- All personal belongings are prohibited in the hygiene zones.
- For notes only a metal detectable pen is allowed.
- Wash your hands after each break (toilet break, lunch, etc.).

### Hygiene Zones



- Eating and drinking is not allowed.
- Wash hands before entering production area.
- It is not allowed to open containers.



- Zone 1 rules apply, plus:
- Wear hair cover, hair net, eye protectors, beard cover
- Wearing of wristwatches and jewellery is forbidden.



- Zone 1 and 2 rules apply, plus:
- Attention: Open products are handled inside these zones.