

***Energizer***

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**Safety, Health, and  
Environmental Orientation  
Program**

**Garrettsville, OH**





# Agenda

- Energizer History
- Energizer Safety & Health Culture
- Garrettsville Colleague Safety Pledge
- Safety & Health Expectations
- Safety Training Topics
  - ✓ Harassment Policy, Emergency Procedures, Fire Prevention, Eyewash, Personal Protective Equipment, Hearing Conservation, Machine Operation, Proper Tools, Hazardous Communication, Environmental 101, Industrial Hygiene 101, Ergonomics, Powered Industrial Vehicles, Lockout Tagout, Safe Handling Pallets, 5's, Off-The-Job Safety
- Questions?
- Skills Test



# HISTORY

- **Over 100 years of expertise in the Battery and Flashlight Industry**
  - **Brand Names “Energizer” and “Eveready” have worldwide recognition for quality and dependability**
  - **Marketed and sold in more than 160 countries**
  - **Energizer subsidiaries operate 21 manufacturing and packaging facilities in more than 14 countries on four continents**
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# Energizer's Safety Culture

- Energizer's Responsibility
  - Safety training and enforcement have become an increasingly important part of everyone's job. Energizer agrees to provide you with a work environment that is safe and mindful of your health and well being.
- **YOU ARE RESPONSIBLE FOR YOUR OWN SAFETY** and you must understand your role in actively maintaining a safe workplace.
- In each facility we have dedicated management that works toward continuous improvement of the safety and health program. They are supported by all hourly colleagues and a dedicated general safety committee. This group of individuals is also supported by a corporate safety, health, and environmental programs.

*“People are our most important asset, their safety and health our greatest responsibility.”*



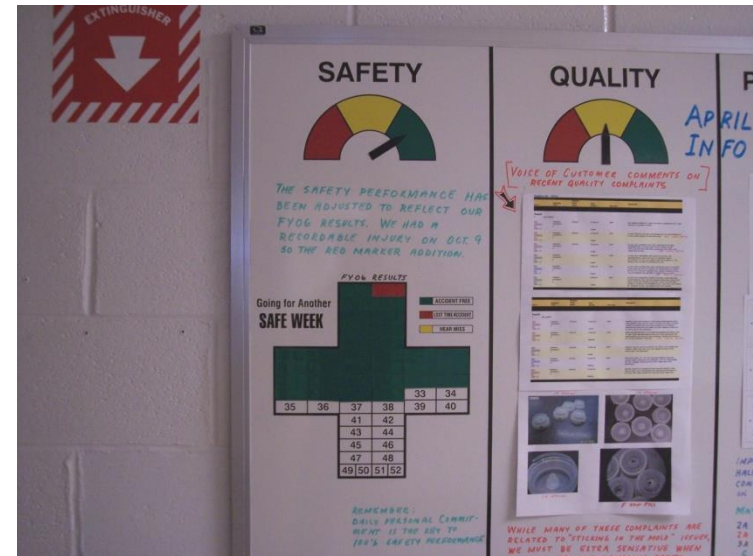
# Energizer's Safety Culture

- Energizer has a long time commitment to providing colleagues with a safe work environment.
- Our goal at each facility is to achieve 0 injuries. This goal includes 0 injuries to you as well. It is important you understand your role in achieving this goal. You will learn about Energizer's safety program and the basics of industrial safety. If at any point in time you have questions, please feel free to ask. This orientation is to be taken seriously. After all, safety is the most important component of your job. It is also a condition of your working in this facility.

*“People are our most important asset, their safety and health our greatest responsibility.”*

# Safety Awareness

- Treat safety as an important job responsibility.
- Think about what may go wrong and how you'll correct hazards and prevent accidents.
- Check tools and machinery before you use them.
- Pay attention to what you are doing...& Take Two minutes to think your job through.





# “The Basics”

## ○ **Facility Rules of Conduct**

- Smoking- is not permitted in our facility except in designated outdoor areas.
- Horseplay & any type of Harassment is prohibited.
- Eating & drinking permitted in cafeteria only. Drinks may be brought out on the floor in approved closed containers.
- Safety Always. We expect you to perform your job in the safest way possible, and contact your supervisor if you have any issues or concerns.

## ○ **Plant Security Practices**

- Your badge must be worn at all times while on the premises.

## ○ **Enforcement of Policies**

- All matters are taken seriously and violation to our policies will result in disciplinary action, up to and including termination of temporary employment.

## ○ **Leasee Waiver Agreement**

- Must sign a copy before starting to work!



# Emergency Procedures

- Emergency Exits
  - LED lighted signs
- Plant Emergency Alarms
  - Will sound when a fire is spotted. (squawking bird like) Goal is to be out of the plant in less than 3 minutes!
  - Tornado is not an alarm, and is a voice acted system that will direct you to the nearest tornado shelter.
- How to initiate an alarm.
  - Red Pull boxes throughout the facility
- Meeting Points – Front Parking
- Medical Attention– Dispensary locations:
  - First Aid – Kits and supplies available for minor injuries (Always contact your supervisor )





# Emergency Procedures cont.

- Evacuation lighting
  - Emergency lighting is identified throughout our facilities.
- Signage on the exit path
  - Always follow the proper primary or secondary exit path when an alarm sounds.
- Drills
  - We practice these 2 times a year. Goal is to be out of the building in 3 minutes or less.



# Fire Prevention and Protection

- Fire develops from a mix of three components:
  - Fuel
  - Oxygen
  - Heat
- Fire prevention, then, means making sure that these three don't get together!
- Please let us know if you spot any fire hazards in our plant. Fresh eyes are always good in detecting hazards!



# Fire Prevention and Protection

## *Identifying Fire Hazards*

- Electrical Equipment number one cause of workplace fires:
  - Advise your supervisor if you see wiring with frayed or worn insulation OR loose ground connections
- Welding and cutting operations
  - Use of a Hazardous Work Permit and a trained “fire watch” This is only permitted if you have been trained to do so.
- Flammable liquids
  - Must be stored in our of our Yellow Fire hazard cabinets. (anything with a fire rating of 4)
  - Smoking policy- Not Permitted In our plant.



# Fire Prevention and Protection

- You are not permitted to use a fire extinguisher unless trained by Energizer.
- If you see a fire, contact the nearest Energizer colleague, supervisor, or activate the alarm.

# Eyewashes

- Where are they located?
  - Throughout the facility- look for them in your respective work area.
- How do I activate them?
  - Open bottle
  - Open green caps on large units
- What are the required procedures for using them?
  - You must flush for 15 minutes if you get something in your eyes. Please contact your supervisor immediately.
- Do they need to be inspected?
  - Our eye washes are on an inspection list to ensure they are working properly.
- Eyewash Clip





# Personal Protective Equipment (PPE)

- What are some examples of PPE?
  - Safety Glasses, Gloves, Hearing Protection (ear plugs), Face Shields, Steel Toe Shoes, Hard Hats
- When is PPE necessary?
  - When the job, the environment, and task you are performing requires specific PPE.
  - Safety Glasses are required in the Toolroom area at our facility at all times.
  - Hearing Protection is required all the time on the production floor or when noise is >85 decibels.
- How do I properly wear my PPE?
  - Follow instructions per the PPE's manufacture label. Always ask for help if you're not sure.
- How do I maintain my PPE properly?
  - It must fit properly.
  - It must be in good condition --- no rips, tears, or other damage
  - You must be comfortable wearing it.
  - Know the correct way to put on and remove PPE.
  - Keep it in good condition.



**Tools & Equipment  
must be in good condition  
and meet all safety  
requirements**



Tools that are equipped with lasers must NOT have a rating higher than Class I or Class II. This includes, but is not limited to pointers and leveling devices.



# Hearing Conservation

- Effects of Noise
  - Causes hearing loss
- Amount of damage depends upon the intensity of the noise and duration of exposure
- Noise-induced hearing loss can be temporary or permanent





# Hearing Conservation

- Hearing Protection
  - keep it clean and in good condition
  - wash your hands before inserting hearing protection.
  - Insert hearing protection properly. Ask for help if you're not sure.
- Where required to wear?
  - Production floor
- Where can I get hearing protection?
  - Plant 1 - Lunch room
  - Plant 2 - Desk by Inspection office.



# Hazard Communication

- Hazard Communication Standard
  - All chemicals are labeled.
  - Material Safety Data sheets are available on ALL chemicals in our facility. (look for the big yellow MSDS binders.)
    - Plant 1 - Supervisor's office
    - Plant 2 – Lunch room
- Hazard ratings
  - Blue=Health rating, Red=Fire Hazard rating, Yellow=Reactivity rating, White=Special hazards for Health, Target Organs or Special Storage.
- Do not use a chemical until you have read the MSDS.
  - If you see something without a label, contact your supervisor to get his corrected.

# Hazard Communication

## MSDS's and HazCom labels

- You should be able to identify the hazards of any chemical before you use it by using these two, key hazard communication tools.
- MSDS's (Material Safety Data Sheets)
  - have all the details – everything you need to know about the chemical, its hazards, and instructions for safe handling.
  - It also contains information about what to do if the chemical spills or leaks as well as first aid information in the event of an accident.
- HazCom Labels
  - Snapshot of the chemical name as well as physical hazards and health hazards.





# Environmental 101

- The easiest way to harm the environment is to improperly use and/or improperly DISPOSE of chemicals.
- YOU MUST KNOW the proper procedures for disposing of waste chemicals and **waste items contaminated with chemicals BEFORE DISPOSING OF THEM.**
- Do not dispose of any chemical or material in the sink.
- Chemical containers are not ordinary trash---get instructions for disposal from your supervisor.
  - Aerosol cans go in a special barrel
  - Oily/Greasy rags go in rag collection bins
- Report any spill of a chemical material to the supervisor. Do not clean up.



# Industrial Hygiene 101

- Definition

- The science devoted to the anticipation, recognition, evaluation & control of environmental factors or stresses in a workplace that may cause sickness, impaired health.

- Purpose

- Energizer's purpose is to prevent occupational injury or illness.

- Control of hazards

- Engineering controls and work practices are in place in minimize or eliminate hazards.

- General Health

- Summer months are hot. Always listen to your body
- Drink plenty of liquids that hydrate such as water, Gatorade, etc. Pop is NOT the best drink during hot months
- Work at comfortable pace, do not rush
- Keep cool using fans
- Take breaks in cool areas such as shade or AC lunch rooms.



# Ergonomics

- It can simply be defined as the study of work or the science of fitting jobs to people.
- Basically, ergonomics means improving the fit between your body and the activity you are performing.
- In the workplace and at home, **risk factors** include:
  - awkward postures
  - overhead work
  - twisting and carrying loads
  - poor shoulder and wrist position
  - life factors such as age, weight, etc.

# Fork Trucks and Pedestrian Safety

- Do not step into an aisleway without looking both ways
- Listen for horns
- Use designated walkways
- Leasee colleagues are not permitted to operate Powered Industrial Vehicles (Fork Trucks)





# Lockout Tagout (LOTO)

- Definition

- To disable or de-energize equipment or processes to prevent unexpected start-up in order to prevent injury.

- LOTO can **ONLY** be performed by an “Authorized Colleague”.





# Lockout Tagout (LOTO)

- You are not permitted to lock-out unless “authorized” and trained.
- You are not permitted remove locks unless “authorized” and trained.
- You are not permitted work on equipment that is locked out unless “authorized” and trained.
- Please ask any questions if you are not clear on LOTO.
- As an “affected” temporary colleague you must be aware of our LOTO program, but are not allowed to perform hazardous energy control procedures to our equipment...Again only “authorized” colleagues may perform LOTO.



# DO'S & DON'TS

- Do not enter a confined space.
- Do not operate any equipment until you have been trained.
- Do not ascend any ladders by machines or in production area. Leasee are not to perform work outside their job trained standard work unless directed and trained for such tasks.
- Smoking is not permitted in the facility.
- Concealed Weapons are prohibited on our property and in the plant.



# Summary

- **YOU** are responsible for your own safety
- You are expected to follow all rules
- Any unsafe condition or act must be reported to your supervisor
- If you believe you have not been adequately trained or feel unsafe performing a job, contact your supervisor
- ***Welcome to Garrettsville worksite!***