

# SECURITY HYGIENE ENVIRONMENT PROTOCOL














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The aim of security protocol is to define security, hygiene and environment rules in Blédina factory at Steenvoorde. Our suppliers take responsibility to communicate this protocol to their carriers and to be sure that they respect it.

Blédina factory	Visitor company
Blédina sa Usine de Steenvoorde Rue Rémy Goetgheluck 59114 Steenvoorde	
Represented by:	Represented by:
Post: factory supply chain manager	Post:

### [1- List of actions on site](#)

<b><u>Kind of actions</u></b>	<input type="checkbox"/> Loading <input type="checkbox"/> Unloading
<b><u>Kind of truck</u></b>	<input type="checkbox"/> Semitrailer <input type="checkbox"/> Oil tanker <input type="checkbox"/> Refrigerated semitrailer <input type="checkbox"/> Others:...
<b><u>Kind of products ans deliveries schedules</u></b>	<input type="checkbox"/> Raws materials (from 5 AM to 8 PM, from Monday to Friday) <input type="checkbox"/> Packaging (from 5 AM to 8 PM, from Monday to Friday) <input type="checkbox"/> Dangerous materials ((from 5 AM to 8 PM, from Monday to Friday) <input type="checkbox"/> Finished goods ((from 5 AM to 8 PM, from Monday to Friday) <input type="checkbox"/> Milk/Cream (24H/24H from Monday to Sunday) <input type="checkbox"/> Others:...

Rules for visitors					
	What does he do?	Security orders	Sign	Security equipment	Hygiene orders
1	The driver shows up himself to the guardpost, fills in the access authorization to the site, takes it with him and goes to the expedition/receipt office as soon as he arrives	Respect of 20 km/h. The rules on the road in the site are the same as the traffic law. I let the priority to pedestrians and I respect the direction traffic. When the weather is bad, I manage my driving	   	None	None
2	The driver gives his access authorization to a Blédina supply person, asks the authorization to put his trucks at a platform. Once he gets authorization, he opens the back of his truck.	Being sure that no pedestrians/ no drivers are in the platform area. Blédina people don't open the back truck and can refuse to load/unload		None	It's forbidden to let dishes in our site
3	The driver positions the security chock but also the security candle if the tractor lets his trailer	Being sure that the chock is put. If the chock or the candle are not in place, Blédina people can refuse to load/unload. The driver have to prevent Blédina people about chock and candle problems	 	<u><b>Safety equipment mandatory and not provide by Blédina:</b></u> Wearing safety shoes mandatory Wearing yellow vest as soon as you enter in the site	None
4	For all loading and all unloading, the driver have to give his keys (and <b>his second key</b> ) to Blédina supply person	If the driver don't give his keys, Blédian supply people can refuse to load /unload. The carrier pledges that his trucks are not any damage material on the truck (lift gate broken, trailer damaged...)		None	None
5	If the driver wants to watch the loading/unloading, he stays just next to the following indicator sign (just above)	In warehouses, lift trucks have priority. You have to go slowly and carefully between 2 platforms: I stop at each platform if there is an unload or a load. By no means, the driver have to open doors.	    	<u><b>Safety equipment mandatory and not provide by Blédina:</b></u> Wearing safety shoes Wearing hearing protection Wearing yellow vest	In the welcome room: Wearing overshoes and mobcap Wearing a white overall arms and legs must be covered. The driver takes a look on hygiene rules and forbidden rules


	<p>Sign showing the driver place in the factory</p>
<p>Few basics rules (hygiene - environment - behaviour)</p>	
<p><b>Forbidden rules</b></p>	
	<p>It's forbidden to eat, to drink in warehouses except break room. It's forbidden to wear jewellery, watch, piercing. Treating materials of break room with respect.</p>
	<p>Animals are forbidden in the site: they have to stay in the truck</p>
	<p>A smoking area is in place outside: you don't let your butts on the ground</p>
 <div data-bbox="555 1328 743 1400" style="background-color: blue; color: white; padding: 5px; text-align: center;">       Keeping clean the site     </div>	<p>The platform and the parking have to stay clean after your passage</p>
<p><b>People who are not driver have to stay in the truck or in the break room</b></p>	
<p><b>IN YOUR RESPONSABILITIES AND FOR THE RESPECT OF INFRASTRUCTURES? YOU HAVE TO ALERT US ABOUT ANY ACCIDENT OR DAMAGED (injuries, infrastructure broken...)</b></p>	
<p><b>IN CASE OF STOWAWAY IN THE TRUCK, THE BLEDNA PROTOCOL (biovigilance) WILL BE APPLIED: the truck will be stopped, searched, we will check goods...</b></p>	
<div data-bbox="544 1682 635 1753" style="text-align: center;">  </div> <p style="text-align: center;"><b><u>Behaviour charter:</u></b></p> <p style="text-align: center;">The driver does not have to disrespect, protest against Blédina people in case of waiting time too long or a late in loading/unloading (the reciprocal is true for Blédina people)</p>	

# CARRIER COMMITMENT


The carrier has to be aware about:	YES	NO
• the rescue protocol ( <u>Addendum 1</u> )	<input type="checkbox"/>	<input type="checkbox"/>
• the protocol in case of fire ( <u>Addendum 2</u> )	<input type="checkbox"/>	<input type="checkbox"/>
• the map factory ( <u>Addendum 3</u> )	<input type="checkbox"/>	<input type="checkbox"/>
• and he agrees to respect security, hygiene and environment rules and has to respect our behavior protocol	<input type="checkbox"/>	<input type="checkbox"/>

<u>FOR BLEDINA</u>	<u>FOR VISITORS</u>
<u>NAME</u>  	<u>NAME</u>  
<u>DATE</u>  	<u>DATE</u>  
<u>SIGNATURE</u>  	<u>SIGNATURE</u>  
<u>FIRM STAMP</u>  	<u>FIRM STAMP</u>  


## ADDENDUM 1 :



# Injured rescue




The witness of the accident is the first link of the rescue chain!  
From your reactivity depends the quick arrival of rescue team on the accident area!



**You have to:**

- 1 - PROTECT THE VICTIM :** Moving the dangerous source aside
- 2 -ALERT QUICKLY THE INTERNAL RESCUE:**
  - **The SST /Nurse:** emergency number 6106  
(from outside line : 03 28 42 61 06)
  - (the guard post will contact the nearest SST )
  - **The nurse :** 6300 ( from outside line : 03 28 42 99 60 )









Point out : the specific area of the accident, the kind of accident, the number of people concerned, the condition of victim(s)

**NEVER** hang up in first  
If life emergency or if nobody answers to 6106:  
Call the 15 (SAMU) wich is in permanent link !

**3 - REASSURE :** Staying next to the victim until the rescue arrival

**ADDENDUM 2 :**

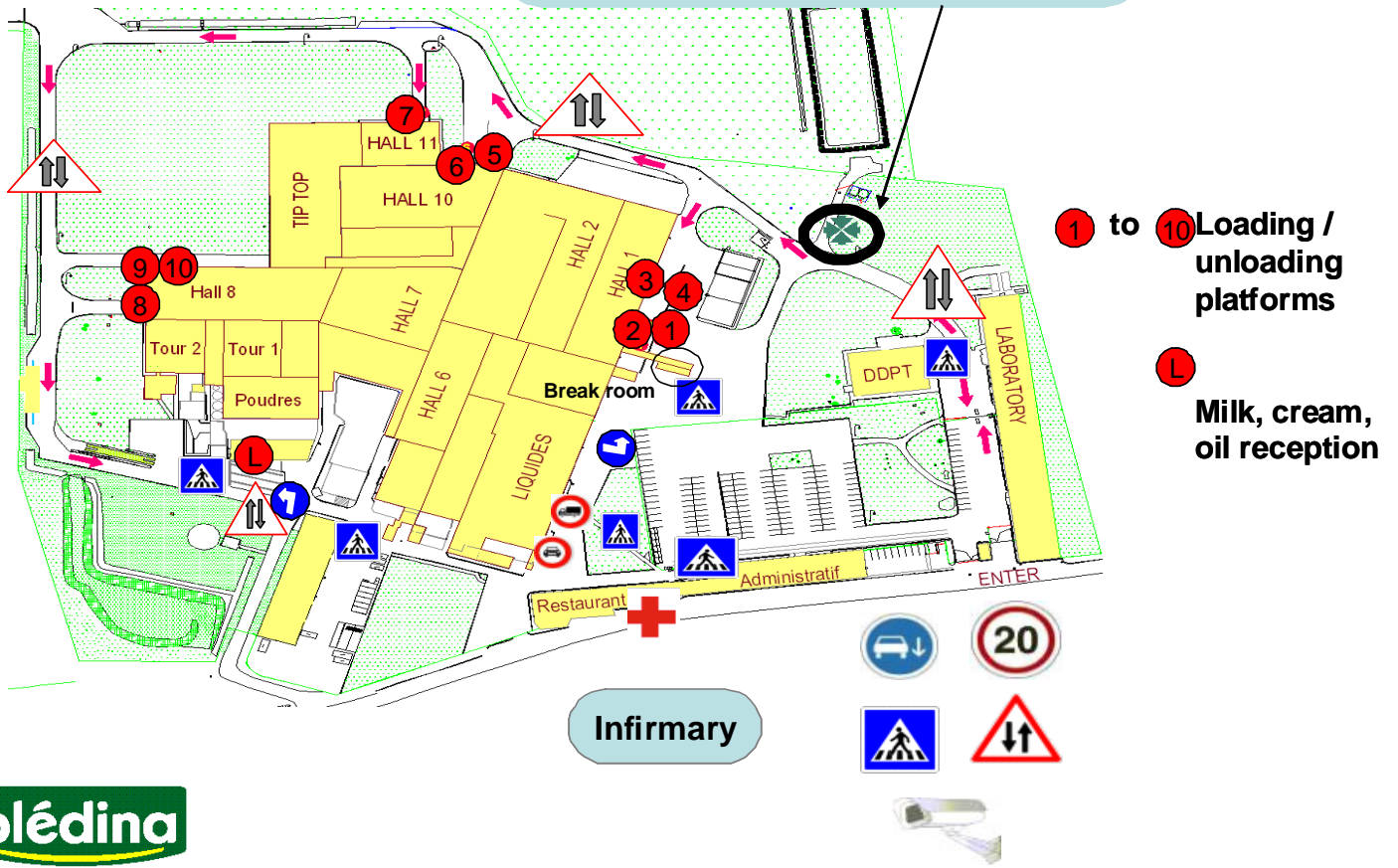
<b>FIRE protocol</b>			
What ?	 <b>Fire</b> 	<b>NITROGEN</b>	<b>AMMONIAC</b>
<b>SINISTER DISCOVER</b>	<ul style="list-style-type: none"> <li>• Turning on the siren in breaking the window of alarm signal </li> <li>• Alerting immediatly to emergency number: <b>6106</b></li> <li>• Pointing out : the area, the emergency, the kind of sinister, the number of injured people</li> </ul> <hr/> Attacking the fire with the fire-extinguisher without taking any risks	<ul style="list-style-type: none"> <li>• Sound and visual alarm of the flashing light </li> </ul> <b>= evacuating the concerned area immediatly and going to the grouping point.</b>	
<b>PII INITIATE</b>	<b>FIRE ALARM</b>	<b>NITROGEN ALARM</b>	<b>AMMONIAC ALARM</b>
	<ul style="list-style-type: none"> <li>• Pulling back when ESI arrives</li> </ul>		
 <b>SIREN</b>	<b>EVACUATION</b>	<b>EVACUATION</b>	<b>CONFINEMENT</b>
	<ul style="list-style-type: none"> <li>• Getting closer to the guide for evacuating to the grouping point</li> </ul>		<b>no evacuation</b>
<b>FIREMEN ARRIVAL</b> 			

**ADDENDUM 3 :**

SECURITY HYGIENE ENVIRONMENT PROTOCOL: factory map

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Grouping point in case of evacuation



Steenvoorde factory