



# Stahlwerk Annahütte

## Max Aicher GmbH & Co. KG

### Safety Guidelines for External Companies



#### Your SAH contact:

08654 / 487 –

- Technical Centre/Maintenance: Mr Suhrer - 275
- Rolling Mill Maintenance: Mr. Rostin - 421
- Crane Maintenance: Mr. Egger - 284
- Electrical Finishing: Mr. Feichtmayr W. - 480
- Rolling Mill/WKW Electrics: Mr. Hochradl - 282
- Rolling Mill Production: Mr. Frodl - 430
- External Company Coordin. Mr. Lingg - 251
- Construction Projects: Mr. Butzhammer - 538
- Fire Safety/Gas/Water: Mr. Wimmer - 290
- Quality Assurance: Dr. Philipp - 447
- Environment/Waste/Hazardous Goods: Mr. Geigl - 283
- Health and Safety Officer: Mr. Buresch - 212
- Finishing 1, 2, 4, 6, 8 and 9: Mr. Rehl D. - 253
- Finishing 3: Mr. Pecher - 292
- Finishing 5: Mr. Warislohner - 517
- Finishing 7: Mr. Urmetzer - 449
- Storeroom: Mr. Feil - 165

Welcome to Stahlwerk Annahütte!

**SAH**  
Stahlwerk Annahütte

Max-Aicher-Allee 1+2  
83404 Ainring/Hammerau

Telephone: (08654) 487 - 0

Fax: (08654) 487 - 968

[stahlwerk@annahuette.com](mailto:stahlwerk@annahuette.com)

[www.annahuette.com](http://www.annahuette.com)

## Welcome to Stahlwerk Annahütte!

We hope you have a nice time at Stahlwerk Annahütte and kindly request that you strictly comply with the following rules of conduct. You can find detailed information on the order processing at our plant in our External Companies Ordinance in the download area of our website [www.annahuette.com](http://www.annahuette.com).



### 1. Stay in the plant

Only enter the work area or social areas assigned to you. Access to other areas in the steelworks is prohibited to you. Pay attention to the safety signage at Stahlwerk Annahütte.



### 2. Contact

The contact responsible for your work order has been communicated to you in the order. Please clarify all questions concerning the order with him and follow the information he provides you with for the job order.



### 3. Job card and enablement

Work may only be carried out with a job card. The responsible contact will hand this to you. He will also instruct you about your work area and is responsible for all requisite enablement (e.g. hot work authorisation or change to control and protection devices). Follow all safety information on the job card strictly. At the end of work, the completion of the work must be reported to your contact and the job card returned to the person who handed it out to you.



### 4. Working hours and timekeeping

The working hours at SAH are normally

- *Mon. – Thurs:* 07:00 – 16:00 hours
- *Fri.:* 07:00 – 15:30 hours

In particular cases, the working hours can be organised individually after consultation with the responsible contact. The statutory legal provisions concerning the regulation of working hours must be complied with.



### 5. Personal protective equipment

Personal protective equipment (work clothing, helmet, work shoes) is strictly necessary. Further equipment must be used according to the hazards present (see job card). The use of bump caps is not allowed.



### 6. Using work equipment

As a rule, the use of tools, machinery and equipment in SAH's ownership is only permissible with special authorisation. You yourself must check whether the objects handed over correspond to the relevant regulations. Further use is prohibited if the work equipment exhibits defects. Please return the work equipment cleaned and report any damage.



For operation of the forklift trucks, it is also the case that these may only be operated by external company employees if they are suitable and trained for this activity, their driving skills are proven and they are authorised by the customer to drive forklifts in the plant. The forklift trucks may only be driven within the fenced company grounds. The operating instructions for the forklift truck must be observed.



### 7. Accident or emergency incident

In the event of an accident, emergency or fire, the rescue control centre, **Tel. (0) 112** or the known SAH contact must be informed immediately.



### 8. Fire and evacuation alarm

In the event of a fire alarm, the area where the alarm occurred must be left immediately... Do not remain standing on fire service access routes. You must stop work immediately and make your way to the nearest assembly point (see rear).



### 9. Rules of conduct

The German Road Safety Ordinance applies in the plant. The maximum speed limit is 20 km/h. Parking is only allowed in the allocated spaces. Fire service access routes must be kept free at all times.



Rail vehicles always have priority, be careful when crossing tracks. Loitering in the track areas is prohibited.



### 10. Hot working

A hot work authorisation must be obtained from the SAH officer for work involving fire, welding, grinding and similar before commencing work.



### 11. Food, drinks, alcohol, drugs

Food and drinks can be consumed on the social container provided or in the canteen. Alcohol and other intoxicating substances are strictly prohibited on the company grounds.



### 12. Order, cleanliness and environmental consequences

Pay attention to order and cleanliness at the workplace. It is strictly necessary to observe all applicable environmental laws when working on the company grounds. Please dispose of your waste yourself. Please coordinate any disposal in our facilities with us. Unnecessary noise must be avoided. Substances hazardous to water must not enter the ground or sewage system. If you store substances hazardous to water temporarily, please ensure the necessary safety measures.