

HEALTH & SAFETY BULLETIN

Month: March 2025

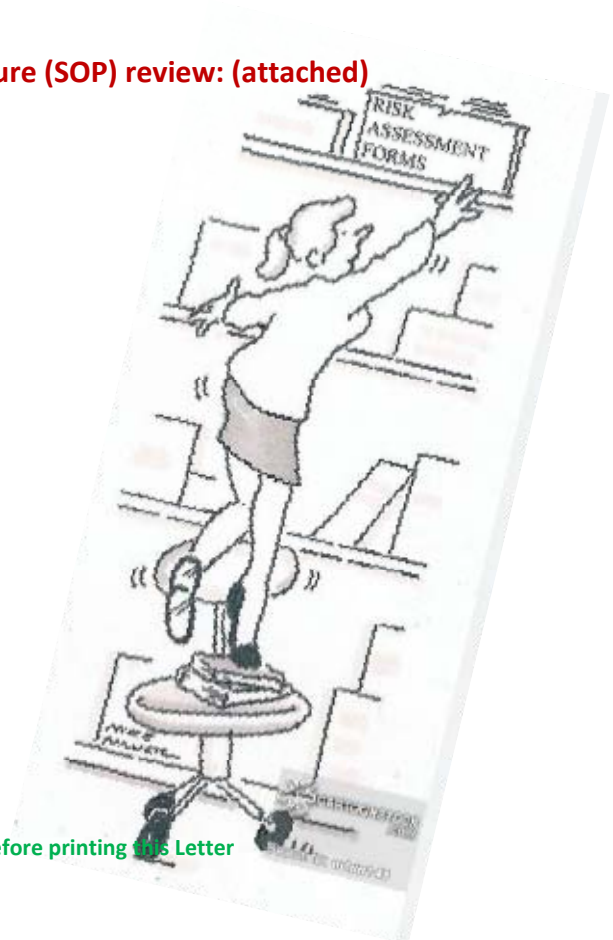
Safety Tip:

General Driving & Warehouse Safety Tips:

- Before you do a job, stop thinking about it and then proceed if its safe to do so.
- Phone conversation must be kept minimal while driving -even if you have a Bluetooth device.
- While loading regardless of if you are truck driver/ Forklift operator – always check if the trucks wheels are caulked.
- Every morning, before you start your truck/ forklift, always do a through circle check; this included fluids for engine, hub oils, brakes, etc. If there is an issue with your machine report it immediately to your manager.
- Do a check of your work environment, if you see something unsafe of unusual, report it to management.
- Keep work area clean and tidy. Make it a habit to be organized.
- Health & Safety is everyone's responsibility.

Spotlight: This Month's Standard Operation Procedure (SOP) review: (attached)

- **SOP - AIR FREIGHT TRANSFER – INCLUDING HVC**



Please consider the environment before printing this Letter