



OH&S Policy AIMS 5.2-01

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Rev. 1	5/10/24

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Change Log

Date	Revision	Page(s)	Modification
5/10/24	01	All	Initial Document

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1. Purpose

- 1.1. ABARTA Coca-Cola Beverages (ACCB, the Company) is committed to developing and maintaining a premier health and safety environment and culture for all associates. Commitment to Safe Living is a Core Company Value held in greater importance than that of sales performance, operational efficiency, customer service, and profitability. **In case of question or conflict, health and safety will always come first.**

2. Scope

- 2.1. This policy applies to all ACCB associates unless otherwise specified or as required by Federal, State, or Local law or Collective Bargaining Agreement.
- 2.2. This Health and Safety Policy is not designed to cover all health and safety related regulatory and ACCB requirements or provide all pertinent information concerning equipment.

3. Workplace Safety Charter

- 3.1. The team at ACCB believes that, while risk exists:
 - 3.1.1. All incidents and injuries are preventable.
 - 3.1.2. ACCB is committed to ensuring each worker has the knowledge to make safe choices to prevent incidents or injuries.
 - 3.1.3. ACCB is committed to maintaining a safe and healthy work environment for all associates.
 - 3.1.4. Each of us has a personal responsibility for their safety and the safety of others both at home and at work.
 - 3.1.5. Business objectives will never be pursued if those objectives compromise health and safety.
 - 3.1.6. Safe conduct and operation are conditions of employment at ABARTA Coca-Cola Beverages.
 - 3.1.7. A job well done is a job done safely.

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- 3.1.8. ACCB strives to have the best safety performance in the industry.
- 3.1.9. **Safety is a condition of employment.** Violations of safety policies, regulations and instructions could result in disciplinary actions up to and including termination.

4. Responsibilities

4.1. All Associates

- 4.1.1. Each associate has the responsibility in incident and injury prevention.
- 4.1.2. Each associate has a responsibility to family, to self, to co-workers, and to the Company.
- 4.1.3. Each associate is expected to observe safe practices as well as instructions relating to the efficient performance of their work
- 4.1.4. All associates must report all work-related near miss events or incidents immediately to a supervisor (no later than the end of their work shift). Work-related incidents include injuries and illness related to work, vehicular incidents, and any other incidents causing damage to ACCB property or 3rd party property. Near miss events are events that had the potential to result in an injury, a vehicular incident, or property damage.
- 4.1.5. All associates must properly notify a supervisor if they feel they are not fit for duty.
- 4.1.6. Associates must prepare their bodies for physical tasks by stretching and using proper lifting techniques.
- 4.1.7. Associates must notify a supervisor if they see an unsafe acts or condition.
- 4.1.8. Associates must not knowingly allow fellow workers to perform unsafe acts.
- 4.1.9. Associates may not operate vehicles (including PITs), equipment, or machinery without proper training.

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- 4.1.10. Associates may not disable or bypass any safety device (i.e. machine guards, lockout/tagout, etc.).
 - 4.1.11. Associates may not transport or be transported as an unauthorized rider on a powered industrial truck.
 - 4.1.12. Associates must know or make themselves aware of safe practices before performing tasks.
 - 4.1.13. Associates must wear task specific personal protective equipment as outlined in assessments, safety data sheets, or the PPE policy.
 - 4.1.14. Associates may not work at heights of more than 4 feet off the ground without fixed platforms with standard railings or appropriate fall protection.
 - 4.1.15. Associates must wear safety belts while operating PITs, company-owned vehicles, or personal vehicles while performing company business.
 - 4.1.16. Associates operating company-owned vehicles must ensure that safety belts are in safe working condition and ensure that tall passengers wear required age-appropriate restraints while riding in the vehicle.
 - 4.1.17. Associates must refrain from any horseplay, fighting, or other acts of carelessness and unsafe behaviors.
- 4.2. ABARTA Coca-Cola Beverages Management Team
- 4.2.1. Provide safe and healthy working conditions for all associates.
 - 4.2.2. Address all legal and regulatory requirements.
 - 4.2.3. Control risk by using the hierarchy of controls.
 - 4.2.4. Commit to improve continuously.
 - 4.2.5. Encourage all associates to participate in the development and improvement of the health and safety program.
 - 4.2.6. Publish this Health and Safety Policy at each location in an area that can be visibly displayed for all associates to see.

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4.3. Safety Absolutes

4.3.1. ACCB has deemed the following tasks to be highly hazardous. Employees who violate the following policy requirements are subject to immediate dismissal without warning. Safety Absolutes are meant to protect you and your co-workers from potentially fatal incidents in the workplace. The Safety Absolutes are:

- 4.3.1.1. Operating a powered industrial truck (PIT) without training or with expired training.
- 4.3.1.2. Employees transporting or being transported as a passenger on a PIT.
- 4.3.1.3. Disabling/removing any safety device without prior approval. Safety devices include, but are not limited to: machine guards, lockout locks, safety eyes, etc.
- 4.3.1.4. Violating lockout/tagout requirements by breaking the plane of the equipment without training, without using personal locking devices, or utilizing another employee's lockout devices.
- 4.3.1.5. Working at or above 4 feet in height without fall protection.
- 4.3.1.6. Entering permit-required confined spaces without training and/or following the confined space entry policy requirements.

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