Safety Spotlight

We are fully committed to the welfare of our employees. Our goal is to provide you with a safe and healthy work environment by:

- Working toward eliminating all lifting accidents
- Making employees aware of safety issues, and provide training
- Increasing employee comfort with reporting any safety concerns

Recent Safety Related Process & Policy Changes

- Established Customer
 Drop off Center
- Customer service training on identifying potentially hazardous work
- On-site review of jobs greater than 100 boxes
- Established Safety Committee to broaden safety awareness and knowledge across the business
- Helpers now assist with routes/ locations with multiple carts or more complicated logistics

Congratulations!

On Keeping Infoshred's Experience Modification Rate Low

Experience Modification Rate (EMR) has strong impact upon any business. It is a number used by insurance companies to gauge both past cost of injuries and future chances of risk.



1.04 **2018**1.30 **2017**1.51 **2016**

Safety Reminder to our Field Service Representatives

If you ever arrive at a customer site and are uncomfortable with the parameters of the project (i.e., stairs, excessive mold, general unsafe work conditions) Please call the Office so we can provide assistance to **keep you safe.**

Stair Safety Advisory!

For the safety of our employees, our wheeled industrial-sized containers will **no longer be serviced** on upper levels with no elevator access, only consoles.

For larger purges off ground-level, we have equipment to move materials up or down stairs. Two 10 foot long conveyors for use in removing material from basements. Two 10 foot slide

sections to slide material down the stairs from upper floors and a construction chute for removing documents from upper floors where window access is an option.



Spotlight on Plant & Equipment Safety Enhancements



Modified disintegrator enclosure to help mitigate noise exposure when running and enhance roof structure walkability & OSHA compliance

Pending Projects

- Developing pilot design for transport of 2 cans to mitigate possible shoulder strains
- Industrial Hygiene base-line monitoring / on-going planning for noise & air quality
- Developing clean work area prodeedures



Added sprinkler coverage to:

- · door both baler dust shaker houses
- under shred plant ramp overhead
- under 125HP dust hood
- under maintenance garage door



Dock B hydraulic leveler added to prevent back and shoulder issues when opening dock plate.



If you have any safety concerns or improvement suggestions please see one of the Safety Team Members:

Stacey Lombardo

Ronna Goslin

Michael LeClair

Luis Vasquez

Josh Newton

Pierre Lisee

Sam Lombardo

