# Sucorrico









## **Visitors Guidelines**

Dear visitor.

We're glad to receive your visit. In order to make your experience in our facilities more agile and pratical, we created this protocol with instructions to be followed on visits in our Companies. In this document you gonna find instructions about identification, vestments, Good Manufacturing Pratices, environment and safety.

## **OUR UNITS:**

**Araras** 

Adress: Rod. Anhanguera, Km 176.6 Araras - SP - Brasil | 13600-000



## Colina

Adress: Rod. Newton Junqueira Franco, Km 10 Zona Rural - Colina - SP - Brasil | 14770-000





## **INSTRUCTIONS**

## **Acess and Idenfication:**

- Upon arrival at the Company, identify yourself at the gatehouse, an employee will register your informations in our system and give to you an identification card, this card will be used to acess the company by the ratchet;
- Entering the company, wait for the responsible for the visit at the Reception and never enter the manufacturing areas without the accompaniment of a Sucorrico employee.

### **Vestment:**

• It is forbidden to wear sleeveless shirts, skirts, shorts, open shoes and high heels sandals.

## **Good Manufacturing Pratices:**

- It is not allowed to use adornments (rings, chains, bracelets, watches, earrings, piercings and others) in the manufacturing areas;
- It is forbidden to use any kind of makeup (including eyelashs extension) or nail polish in the manufacturing areas;
- Men's should be shave. In case of wearing beards, mustaches or other is necessary the use of mask. Sucorrico will provide all the necessary disposable material for your visit:
- Wash your hands before entering the Extraction, Blender, FCOJ and Subproducts Filling, Pasteurizer, NFC juice Filling and Aseptic juice Filling areas;
- In case of Covid or Flu symptoms, contact us and consider to shedule a new date. During the visit, avoid unsanitary acts, such as coughing, sneezing, scratching, spitting, chewing, etc;
- In the Extraction, Blender, FCOJ and Subproducts Filling, Pasteurizer, NFC juice Filling and Aseptic juice Filling areas, use appropriate clothing for each location (disposable hairnet, disposable aprons, disposable masks). Sucorrico will provide all the necessary disposable material to your visit;
- It is forbidden to carry or consume food in the manufacturing areas;
- It is forbidden to film or photograph without authorization from the Company's management;
- Dispose of garbage in the appropriate selective collectors;
- Smoking is only allowed in designated outdoor locations, in front of the gatehouse.

#### **Safety:**

- The maximum speed permited in the company premises is 20km/h;
- In the manufacturing areas, always wear a safety helmet, safety glasses, safety shoes and ear protectors (Sucorrico will provide a kit with the necessary Personal Protection Equipment to your visit);
- Always use the safety lines to and pay attetion to the movement of vehicles, cargo handling and movement of forklifts when walking in the manufacturing areas;
- If you hear the emergency alarm, be calm, and follow a Sucorrico's employee instructions to evacuate the area.

If you have any questions, feel free to contact us!