

## EHS REQUIREMENTS AND CHECKLIST

Wenger Feeds, LLC has achieved ISO certifications in health and safety, environmental, and quality, and has developed policies for all activities or work conducted at our facilities. All drivers, contractors, and vendors are required to review the requirements herein and sign at the bottom to acknowledge they understand each item or have requested training on each item. Multiple employees from one company may sign the same form. Training and any questions can be directed to your manager, to any Wenger facility manager, or to the **Wenger Safety & Health Manager at 717.917.7537**.

Company (if any): \_\_\_\_\_

Printed

Employee name(s) (printed): \_\_\_\_\_

---

---

### **Sign In**

1. All drivers, contractors, and vendors are required to sign in at each visit and acknowledge they will follow these requirements while at any facility owned or operated by The Wenger Group, Inc., Wenger Feeds, LLC, Nutrify, LLC, Dutchland Farms, LLC, or LSF Ag Group, LLC d/b/a Risser Grain (“Wenger”).

### **General Procedures and Information**

1. Access to Wenger facilities is limited to team members and authorized personnel. Outside egg, ingredient and feed drivers (“Drivers”), contractors, and vendors are not permitted to enter restricted areas that specifically state employees or team members only unless escorted by a Wenger team member.
2. Smoking on a Wenger facility is permitted **only** in designated areas or in the carrier owned vehicle.
3. Illegal substances are prohibited on all Wenger facilities.
4. If obvious construction or large scale maintenance activities are being conducted at a facility owned or operated by Wenger please remain in designated areas and do not enter the work zone to ensure your safety as well as ours.
5. At no time may children be permitted to roam any Wenger property unattended. Children under the age of 16 traveling with a Driver must either remain in the cab of the truck or under your supervision in a designated area of the Wenger facility (e.g., lunchroom, office area, administrative area) to ensure their safety while on Wenger property.

### **Emergency Evacuation Procedures/Evacuation Plans**

1. Each facility has a specific emergency evacuation plan and designated assembly areas, which is posted at each location **and must be noted upon arrival on a Wenger facility**. In the event of an evacuation or emergency, you must properly exit the facility and utilize the designated meeting area.

### **Biosecurity**

1. If you have been on a poultry facility (farm, hatchery, feed mill, processing plant, laboratory, etc) or swine facility, or have had contact with pet birds, “backyard” flocks within 72 hours prior to visitation of a Wenger site you must utilize the disinfectant at the entry doors.
2. All Drivers who have been in an Avian Influenza quarantine zone within the past 7 days as defined by USDA Animal and Plant Health Inspection Service (APHIS) **WILL NOT** be allowed inside any Wenger owned or operated facility.
3. All Drivers **must** comply with one of the following options before being permitted to work onsite:
  - a. Have **not** been on any poultry facility (farm, hatchery, feed mill, processing plant, laboratory, etc) or swine facility, nor had contact with pet birds, “backyard” flocks within 72 hours prior to this visitation date,
  - b. Have showered and changed clothes & shoes since having contact described in “a” above, **or**
  - c. Washed hands, sanitized shoes, and are wearing coveralls and booties provided by the Wenger location while working onsite.

### **Permit and License Requirements**

1. You **must** have all necessary permits and licenses to complete work in accordance with Federal, state, and local regulations/requirements when working for Wenger and/or when working at a Wenger location.

### **Accident Prevention Plan**

1. If you are injured, no matter how slightly, it must be immediately reported to your supervisor **and** to a Wenger facility supervisor/team member. **Always** report the injury **BEFORE** leaving the facility (if possible). All injuries must be documented on Wenger’s accepted forms for investigative purposes.
2. If an accident/injury or property damage **could have** occurred, the incident **must be** immediately reported as a “near-miss” to your supervisor **and** to a Wenger facility supervisor/team member. All “near-miss” incidents must be documented on Wenger’s accepted forms for investigative purposes.
3. Any inpatient hospitalization, amputation, or eye loss, must be reported to a Wenger facility supervisor/team member within 24 hours.

### **Bloodborne Pathogens**

1. In the event of an incident occurring where an individual should need first aid, contact a Wenger team member immediately. Use universal precautions. Contaminated areas will be treated with a 10% chlorine bleach solution.

### **Confined Space**

1. Feed trailers, grain trailers, and tanker trailers are considered confined spaces at Wenger locations based on the OSHA definition or can become confined spaces. Drivers may never enter a filled grain/ingredient trailer or tanker trailer while conducting work for Wenger due to the possibility of a confined space hazard being created (i.e., engulfment). The only time entering your grain/ingredient trailer while working for Wenger is permitted is if the trailer is empty and you are sweeping it out. Tanker drivers should **never** enter their trailer while conducting work for Wenger.

### **Emergency Spill Response**

1. If you are unloading or loading liquid ingredients at a Wenger facility, there are drip pans available at the facility that must be placed under hookups at the truck and the building for unloading/loading to prevent spills. The facility ingredient receiving personnel will make this drip pan available to you prior to unloading/loading. Liquid suppliers must stay with their vehicle and be attentive and engaged while unloading in the event there is a leak or equipment failure (e.g., a hose coupling disconnects).
2. In the event fuel, oil, antifreeze, or another substance is released from your truck or trailer to the environment at a Wenger location, you must notify an on-site Supervisor or designee at that location immediately. Shut off your equipment. You are responsible for assisting in spill clean-up with guidance from team members at each facility. Do not move your vehicle until the on-site Supervisor or designee has determined the extent of the spilled material and you are permitted to do so. Spill response absorbents are available on site and you will be instructed on the proper method for cleanup and disposal of cleanup material. On-site personnel will need to gather information from you once the spill has been cleaned up.
3. You are **not** permitted to conduct any truck or trailer repairs on Wenger property that could result in liquids being released to the environment.

### **General Waste Management**

1. You must notify a team member or location supervisor to get information on the proper disposal of any wastes you have generated from spill response or cleanup when performing work for Wenger.
2. DRIVERS MAY NOT DISPOSE OF ANY LIQUID MATERIALS OR WASTE IN DRAINS. ALL LIQUIDS MUST BE HANDLED PROPERLY FOR DISPOSAL ACCORDING TO LOCAL, STATE, AND FEDERAL GUIDELINES.

### **Hazard Communication**

1. Safety Data Sheets (SDS) **must be** supplied for all hazardous substances brought on site and forwarded to the facility supervisor. SDSs for hazardous substances used and/or stored at Wenger locations are available for review online or may be provided by a team member at the facility upon request.

### **Hot Work Permit**

1. If you need to conduct hot work repairs such as welding, brazing, grinding, cutting, etc. for truck or trailer repairs while on Wenger property, you **must** obtain a hot work permit and authorization from the facility supervisor. All work must be conducted in accordance with OSHA regulations and Wenger's written plan. You **MUST** ensure that hot work is conducted by properly trained personnel only.

### **Personal Protective Equipment**

1. You must wear all personnel protective equipment (PPE) assigned by your company as well as the following PPE while working for Wenger:
  - a. Hearing protection **must be** worn at all designated areas identified by signage, the facility supervisor, and required by project work tasks. Pneumatic drivers are required to wear hearing protection when unloading product. Hearing protection is available at Wenger locations and provided upon request.
  - b. Hard hats are required in designated areas when overhead hazards are present (e.g., during construction activities) or when there is exposure to falling objects.
  - c. Emergency eye/face wash stations are available at all facilities. Showers are available at some locations.

### **Railroad Car Operations**

#### **1. All Locations**

- a. Railroad car operations are conducted at the Hempfield, Martinsburg, Massey, Mount Joy, Muncy, Rheems, and Shippensburg.
  - i. Wenger Feeds complies in accordance with the Federal Railroad Administration to carry out Blue Safety Flags in Railroad Operations. If a blue flag and/or blue sign is in use this means that railcar operations are in process. Communication with a Wenger team member must occur prior to conducting any activity.
- b. Always use extreme caution and stay alert when moving vehicles or working in the vicinity of railcar operations at our facilities due to the risk of severe injury or death.

#### **2. Rheems Mill**

- a. Due to traffic congestion and limited access at the Rheems Mill, **always** enter the parking lot slowly.

- b. When railroad cars are being moved, the red light at the rear and on the peak of the drive-thru loadout will be flashing and barriers (e.g., orange cones or barricades) and signage will be posted. Never park your vehicle within four feet of the railroad tracks.
- c. **Never** cross any portion of the railroad tracks or be within 4 feet of either track rail when there is a red flashing light and barriers and signage have been placed unless a team member allows you to cross.
- d. When either situation is observed, contact authorized WF personnel for instructions. **All vehicles must stop and wait for cones to be removed AND light to be turned off.**

**3. Shippensburg Mill**

- a. A red flashing light is located on the rail unloading building. When this light is flashing, rail car movement is taking place.
- b. All vehicles **must** stop and wait for the light to be turned off before crossing tracks unless directed by mill personnel.

**Adulterated Product**

- 1. Drivers agree to notify Wenger if the product being hauled is potentially adulterated.

**Fall Protection**

- 1. Drivers are not permitted to work on top of trailers while conducting work for Wenger unless you meet OSHA fall protection regulations.

**Tarping Trailers**

- 1. All trucks must be tarped prior to leaving our ingredient and grain receiving areas. This helps contain residual grain or ingredient in the truck after unloading and prevents dust from causing a nuisance in our community.

By signature below I acknowledge that I have read, understand, and will abide by Wenger's environmental, health and safety policies and procedures. I acknowledge that failure to follow the above may result in discharge from a Wenger facility.

_____ <i>Signature</i>	_____ <i>Date</i>
_____ <i>Signature</i>	_____ <i>Date</i>
_____ <i>Signature</i>	_____ <i>Date</i>
_____ <i>Signature</i>	_____ <i>Date</i>
_____ <i>Signature</i>	_____ <i>Date</i>

_____ <i>Signature</i>	_____ <i>Date</i>
_____ <i>Signature</i>	_____ <i>Date</i>
_____ <i>Signature</i>	_____ <i>Date</i>
_____ <i>Signature</i>	_____ <i>Date</i>
_____ <i>Signature</i>	_____ <i>Date</i>

\_\_\_\_\_  
**Manager Signature** **Date**

**\*\*\* Please return to Resource Coordinator upon completion\*\*\***