

SMALL TUBE PRODUCTS



*“Skilled producers of
copper and brass tubing”*

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SAFETY PRECAUTIONS FOR VISITORS

Dear Visitor,

Small Tube Products is very proud of its workplace and enjoys hosting customers, suppliers, and vendors for the purpose of visiting and touring the facility. To comply with our safety rules and regulations, all visitors will be requested to follow certain safety requirements:

1. Visitors to our production areas will be required to wear **safety glasses with side shields**. Safety glasses are available at our facility for your use.
2. Visitors to our production areas will be required to wear **closed-toed shoes**. Under no circumstances will anyone be permitted in the production area with open-toed dress shoes or sandals. Visitors not having steel-toed shoes are required to remain within the yellow safety lines except under certain circumstances where approved by STP personnel.
3. Visitors to our production areas will be offered **hearing protection** to be used at their discretion. STP employees are required to wear hearing protection when working in the production area longer than one hour in an eight-hour shift.
4. Visitors to our production areas must be aware of fork truck and overhead crane movements.
5. The use of **photographic or video equipment** is prohibited.
6. Those visitors remaining in our office area are not required to comply with the above requirements.
7. In compliance with Pennsylvania state law, Small Tube Products is a **smoke-free work facility**. Smoking is allowed only in designated areas outside the building.

If you are planning an upcoming visit to Small Tube Products, please ensure you have adequately considered our requirements. Visitors who can't comply with these requirements will not be granted permission to visit the production areas.

Thank you for your consideration in this matter.

STP Management