

# Get ready right.

**Your start-of-day sequence before you step onto the production floor.**

|   |                                                            |                                                                                     |                                                                                                                                      |                                                                                                               |                                                                                       |
|---|------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| 1 | Change out of street shoes and into facility safety boots. |    | 6                                                                                                                                    | Put on hearing protection if required.                                                                        |    |
| 2 | Remove jewelry, watches, and unsecured items.              |   | 7                                                                                                                                    | Put on gloves and/or sleeves as required for your operation.                                                  |   |
| 3 | Wash and sanitize your hands.                              |  | 8                                                                                                                                    | Do a final PPE check.<br>Hair coverings, protective clothing, hearing protection, gloves and sleeves, jewelry |  |
| 4 | Put on the designated hair covering for your area.         |  | 9                                                                                                                                    | Enter the production area.                                                                                    |  |
| 5 | Put on the designated protective clothing for your area.   |  | <b>Leaving the production area?</b><br>Return your facility boots to the designated location and wash up again before you come back. |                                                                                                               |                                                                                       |