

Emergency Information

If you need Emergency Assistance go to a desk or wall mounted phone and

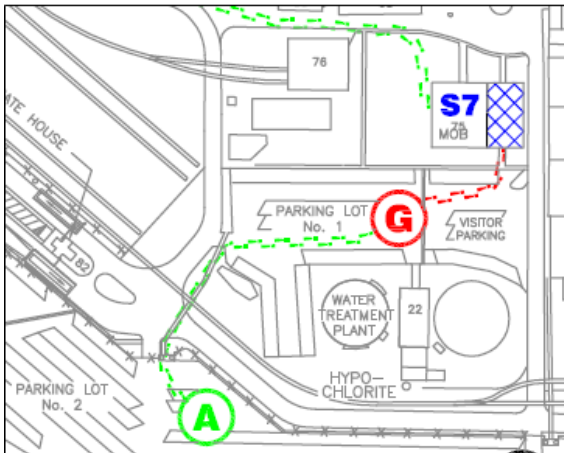
Dial 8911

DO NOT CALL 911

Evacuations and tornado warnings are announced over the paging system.

Evacuation

Follow your Expera point of contact to evacuation site "G" (MOB parking lot).



Tornado Warning

Follow your Expera point of contact to the nearest tornado shelter. Directions to the nearest location will be indicated by signs and/or floor markings.



- Watch out for yourself and others
- Care Enough to Act
- Report all injuries, unsafe conditions or activities
- Take 2 before starting a task
- Respect our product



THILMANY MILL

600 Thilmany Road
Kaukauna, WI 54130
920-766-4611

expera.com



THILMANY MILL



Visitor Guide for Safety and Good Manufacturing Practices

Welcome to the Expera Thilmany Mill. Please follow all Safety and GMP guidelines during your visit.

Expera Specialty Solutions Thilmany Mill Safety Information

**Your safety is our primary concern.
Please follow all Thilmany safety
policies while visiting our facility.**

- If touring a non-office area, all jewelry and watches must be removed. If a ring cannot be removed, a covering must be used
- Safety glasses and ear plugs are required (except in office areas)
- Safety shoes are required in all manufacturing areas
- Hard hats are required in the woodyard or if performing overhead work
- Safety vests are required in all warehouse areas
- Cell phone use is prohibited outside of office areas
- This facility utilizes powered industrial vehicles and heavy equipment—please be aware of your surroundings

Good Manufacturing Practices

All visitors and Expera personnel are required to adhere the following practices to ensure product safety.

- All tobacco products, including e-cigarettes, are prohibited on Thilmany Mill property
- Shoes and clothes must be clean
- All food waste must be disposed of in authorized containers

High Hygiene Area Protocol

High hygiene areas are designated in blue paint on the production floor to ensure product safety, quality, and legality.

- Hands must be washed with soap and water before entering high hygiene areas and/or touching salable product
- Hair and beard containment is required
- Pockets above the waistline must be empty

Prohibited items include:

- Food and drink, except water in a lidded container or within designated eating areas
- Gum, candy, and other confectionaries
- Fingernail art, paint, varnish, and artificial fingernails
- Medications

General Facility Information

- Visitor badges must be visible at all times and returned upon departure
- Weapons are prohibited
- Photography is prohibited unless permission is granted by an Expera representative
- Chemicals must have an approved SDS on file before entering Expera property and visitors are responsible for the disposal of any hazardous waste
- Silicone is not permitted onsite without approval

Health Risks

Expera— Thilmany Mill manufactures paper for food packaging applications. To help ensure product safety, please do not enter the manufacturing area if you are suffering from any of the following. These include but are not limited to:

- Food-borne illnesses
- Viral infections
- Visible skin infections
- Discharges from the eyes, ears, or nose
- All open wounds must be covered with a dressing and band aids must be a different color than the product being produced