



## Senergy Holdings – HSSE Visitor Guide

Welcome to Senergy Holdings. This Health, Safety, Security, and Environment (HSSE) Visitor Guide provides essential information to ensure your safety and compliance while on our premises.

## 1. General Safety Rules

- All visitors must sign in at the reception and wear a visitor badge at all times.
- Personal Protective Equipment (PPE) must be worn in designated areas (hard hat, safety glasses, safety shoes, reflective vest).
- Smoking is only permitted in designated smoking areas.
- Always follow the instructions of Senergy staff and safety officers.

## 2. Emergency Procedures

- In case of fire, activate the nearest alarm and proceed to the designated assembly point.
- Familiarize yourself with emergency exits upon arrival.
- Report all accidents, spills, or unsafe conditions immediately to Senergy staff.
- Follow the directions of emergency wardens during evacuations.

## 3. Security Requirements

- Photography and videography are strictly prohibited unless authorized.
- Visitors must be escorted at all times in restricted areas.
- Do not touch or operate any equipment without prior approval.
- Report any suspicious activity to security personnel immediately.

## 4. Environmental Responsibility

- Dispose of waste in designated bins (general, recyclable, hazardous).
- Avoid unnecessary energy and water usage during your visit.
- Do not disturb protected areas or wildlife on company premises.
- Support Senergy's commitment to sustainability and clean operations.

## 5. Contact Information

### **Senergy Holdings**

HSSE Department

1234 Business Ave, City, Country

Phone: +123-456-7890 | Email: [hsse@senergy.com](mailto:hsse@senergy.com)