

HTI

Polymer, Inc. 18702 142nd Ave NE Woodinville, WA 98072

Wipe down Policy

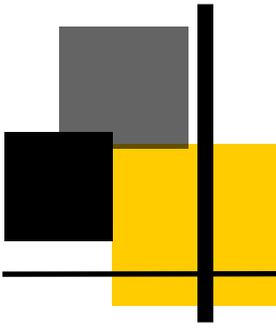
16 March 2020

Purpose: This document establishes guidelines to be used by all HTI Polymer employees for the cleaning of all equipment entering and exiting a customer's location. This guideline shall be used in conjunction with HTI Polymer's Corporate Safety Plan.

1. Protecting our employees and our customers is number one and these measures are to help with the safety of both.
2. All equipment will be wiped clean of all dirt and debris and then sprayed and wiped down with either Isopropyl alcohol or 3% benzoyl peroxide. This will be done before entering and upon exiting a job site.
3. Wear disposable gloves and eye protection when cleaning and disinfecting surfaces.
4. Vehicle compartments of all HTI vehicles will also be wiped down daily with either solution.
5. Communicate these steps to the customers during your daily safety briefs or other discussion to demonstrate our customer service and care.
6. If you need assistance in locating or purchasing cleaning solutions contact the purchasing manager in the main office. Any issues contact the undersigned.

All questions on this policy can be sent to the undersigned at jesst@htipolymer.com

Jess Todd
Director of Field Operations
HTI Polymer, Inc.
Safety First – Zero Defects



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AL S-42420 AK 32754 AZ ROC227555 CA 890321 DE 2012605084 FL (BROWARD COUNTY 12-P-17960-R; COLLIER COUNTY LCC20120000690; LEE COUNTY DC06-02074; LEON COUNTY 700534; MIAMI-DADE COUNTY 07BS00786; PALM BEACH COUNTY U-21759; PINELLAS COUNTY C-10799)
HI CT-27647 ID RCE-20351 IA C113968 LA 55913 MN 321780 MS 21070-SC MT 155135 NE 032-010025308 NV 0067690 ND 44528 OR
CCB#173410 SC G113153 TN 67605 UT 6434140-5501 VA 2705 142224 WA HTIPOP1949RH