C. Steinweg Group

OPS-VIS-SST-01 · REV 1.0

MORNING SHIFT

07:00 – 15:30

06:00		**Sick? Call now** before 06:00
06:30		**Shift handover**
07:00		**Clock in · line-up**
07:00		**Toolbox talk**
07:15		**On the bus**
07:30		**WORK STARTS** at the workplace · PPE on
12:00		**Break** 12:00 – 13:00
13:00		**Back to work**
15:30		**WORK STOPS** not before



Late or stopped more than 5 minutes?
Tell your supervisor.

He writes down the time and the reason. Nobody is blamed for a reason we can fix.

C. Steinweg Group

OPS-VIS-SST-02 · REV 1.0

AFTERNOON SHIFT

15:00 – 23:30

14:00		**Sick? Call now** before 14:00
14:30		**Shift handover**
15:00		**Clock in · line-up**
15:00		**Toolbox talk**
15:30		**15 minutes** prayer or short rest
15:45		**WORK STARTS** at the workplace · PPE on
19:00		**Break** 19:00 – 20:00
20:00		**Back to work**
23:30		**WORK STOPS** not before



Late or stopped more than 5 minutes?
Tell your supervisor.

He writes down the time and the reason. Nobody is blamed for a reason we can fix.

C. Steinweg Group

OPS-VIS-SST-03 · REV 1.0

NIGHT SHIFT

23:00 – 07:30

22:00		**Sick? Call now** before 22:00
22:30		**Shift handover**
23:00		**Clock in · line-up**
23:00		**Toolbox talk**
23:30		**WORK STARTS** at the workplace · PPE on
02:00		**Break** 02:00 – 03:00 · NEW
03:00		**Back to work**
05:00		**Pray in turns** gang keeps working
07:30		**WORK STOPS** not before



Late or stopped more than 5 minutes?
Tell your supervisor.

He writes down the time and the reason. Nobody is blamed for a reason we can fix.