

Since 1948

MONTAGUE

Visitor Entry and Food Safety Policy

Visitor Entry Policy

- All visitors must report to reception before entering the factory premises and complete their details at the visitor's kiosk. Visitors must also sign out upon departure.
- Visitors are to be accompanied at all times by a member of the Montague management team or delegate.
- Visitors and contractors working unaccompanied must be inducted onto the site.
- Visitors must abide by the Health, Safety & Hygiene Policy.
- Visitors are not allowed to directly handle product or carry out any activity that could potentially affect or compromise the safety and quality of the food.
- All visitors must wash and sanitise their hands before entering production areas and after visiting the toilet, eating, smoking, sneezing, coughing or blowing their nose.
- All visitors are expected to comply with rule applicable for production areas. This includes the wearing of high visibility clothing, appropriate enclosed flat shoes, hairnets and beard snoods where required.
- These items are not allowed into food manufacturing areas
 - Glass or glass containing items
 - Pins, staples, and paper clips
 - Food or drinks
 - Jewellery - plain wedding bands permitted
- Smoking is not permitted on the NWN Montague site. Eating and drinking is only permitted in designated areas.
- Be aware of forklift safe walkways and follow only designated pathways.

Visitor Food Safety Policy

- It is everyone's responsibility to ensure food safety is not compromised. As a visitor to our site we require your assistance in this matter.
- If you have any of the following symptoms, or have shown signs of illness 48 hours prior, or have a communicable/notifiable disease or condition or have been in contact with someone who has, you will not be allowed to enter our production areas.
 - Vomiting
 - Diarrhea
 - Jaundice
 - Fever; and/or sore throat with fever
 - Shortness of breath
 - Infections or viruses
 - Infected skin lesion e.g. boils, cuts
 - Have been diagnosed as having or carrying a food borne illness.
 - Are infected with or have been exposed to a communicable disease which is transmitted via food e.g. Salmonella, Shigella, Escherichia coli, Hepatitis A.
 - Have been diagnosed with Covid-19 and have not fully recovered and have not met the criteria for clearance from isolation or permission to return to work.

By signing into the visitor's kiosk, you agree to abide by the Visitor Entry and Food Safety Policy