



WAREHOUSE

RULES & REQUIREMENTS

APPEARANCE

- No sandals, open-toe, or open-heel shoes will be worn in the warehouse.
- All clothing will be clean and in good repair, and no tank tops are allowed.
- Company issued name badge will be worn at all times.
- Limited jewelry is allowed (preferably just a watch and wedding band).

PERSONAL HABITS

- Persons with communicable diseases are not allowed to work in areas where product may become contaminated (refer to Employee Health Guidelines).
- Do not walk, sit, or climb on finished product or product packaging.
- Hands MUST be washed after using the restroom, before entering the warehouse, before and after eating, or after touching an unsanitary surface.
- Food service gloves will be worn when working with “ready to eat” food such as produce.

FOOD, BEVERAGES & TOBACCO

- Food, beverages, chewing gum, chewing tobacco, e-cigarettes, candies, etc. shall not be consumed or stored in any areas of the warehouse that are not designated.
- Smoking in ONLY permitted in the designated smoking area located outside the facility.
- Consumption of food is not permitted except in designated areas. Lunches and snacks must be brought in sealed plastic or other unbreakable containers.

GENERAL REQUIREMENTS

- Doors and windows opening to the outside will be closed or properly screened at all times.
- All individuals need to know the location of the MSDS book (on the wall that connects Warehouse A and B, near the freight elevator).
- No cell phones are allowed in the warehouse.

**These rules are Good Manufacturing Practices (GMP) requirements.*

**Thank you for making the Community Food Bank
a safe place to work and volunteer!**



ALMACÉN

REGLAS Y REQUISITOS

APARIENCIA

- Es obligatorio usar zapatos cerrados dentro del almacén.
- Su vestimenta debe estar en buenas condiciones higiénicas y debe usar camiseta con mangas.
- El uso de joyas se limita a relojes o anillos de matrimonio.

HABITOS PERSONALES

- Personas con enfermedades transmisibles no pueden trabajar en áreas donde hay riesgo de que se contamine nuestro producto comestible (revise la guía de salud para empleados).
- No se permite sentarse, caminar, o subir por encima de la comida.
- Siempre debe lavarse las manos después de ir al baño, antes de entrar al almacén, antes y después de comer, y después de haber tocado una superficie sucia.
- Debe usar guantes de servicio de alimentos si trabaja con comida “lista para comer” como frutas y verduras.

COMIDA, BEBIDAS Y TABACO

- No puede consumir bebidas, alimentos, cigarrillos eléctricos, mascar chicle o tabaco dentro del almacén.
- Sólo se permite comer dentro de las zonas designadas para almorzar y su almuerzo o bocadillo debe estar en un recipiente de plástico sellado.

REQUISITOS GENERALES

- Puertas y ventanas siempre deben estar cerrados o cubiertas con una pantalla.
- Cada persona debe saber donde se encuentra el libro SDS (ubicado en la pared que conecta al almacén A y B, cerca del montacarga).

**Estas reglas son parte de los requisitos de Good Manufacturing Practices (GMP).*

**¡Gracias por contribuir a que el Banco de Alimentos
sea un lugar seguro para trabajar!**



COMMUNITY
FOOD BANK
OF SOUTHERN ARIZONA

3003 S. Country Club Road
Tucson, AZ 85713
(520) 622-0525 • communityfoodbank.org

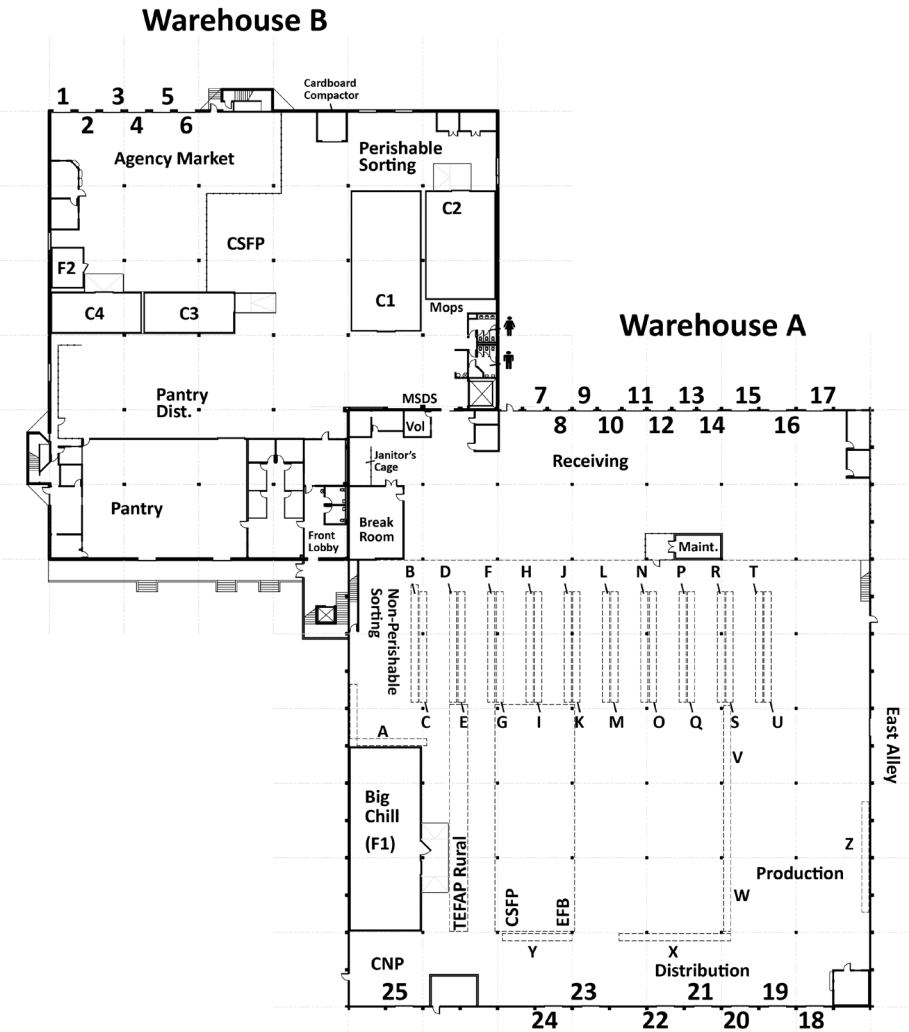
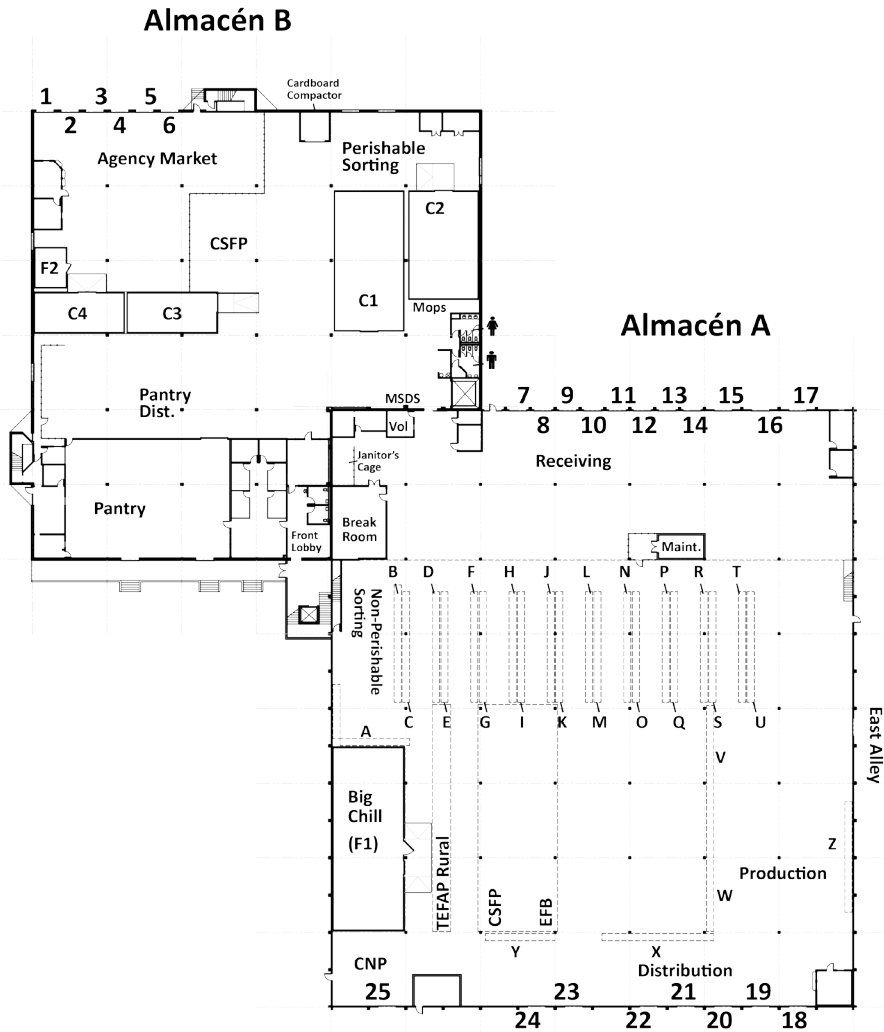


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PRIMER PISO ALMACÉN

FIRST FLOOR WAREHOUSE



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