

UNSAFE CONDITIONS

On occasion, you may see an unsafe condition in your store. This could be caused by a number of reasons; poor housekeeping, broken equipment, or untrained employees are just a few of the reasons a space may become unsafe. Most of these conditions can be quickly and easily addressed through small corrections.

If you do not know how to resolve an unsafe condition, talk to your manager first. They can help correct the program or escalate the concern. However if you wish to stay anonymous for any reason, you can report your Health & Safety concern or suggestion for improvement using the Luxottica Business Ethics reporting tool.

- Online at www.Luxotticaspeakup.com or call using 1-888-88-SEE-IT (1-888-887-3348)
If you go online, use the "To Make a Report" function, and fill in the information.
 - Select the type of report --> Other Misbehaviors
 - Select "Safety and Sanitation" from the list.

Action items:

- **Make sure employees know how to escalate concerns and reiterate there will be no retaliation**
- **Confirm employees are aware they can use the Ethics reporting site for anonymous reporting, even of Health & Safety concerns**