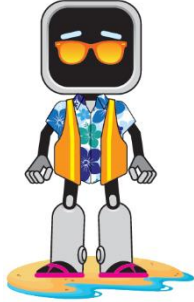


Environmental, Health and Safety Tips

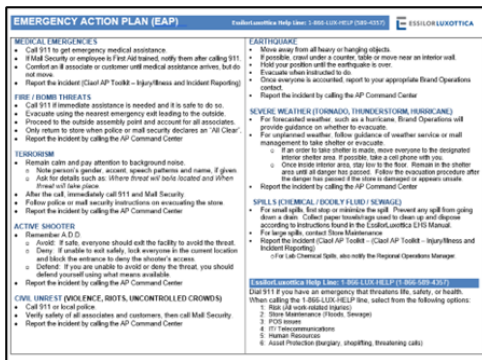


EMERGENCY RESPONSE

Workplace emergencies can happen at any company and may have the potential for severe injury to workers and even extreme property damages. Emergency Action Plans (or EAP for short) provide procedures in a workplace, so workers know what is expected and what to do in the event of an emergency. The goal of the EAP is to prevent employee injuries and structural damage to the facility during emergencies.

While a full EAP is necessary to understand exactly what to do for each type of event, EssilorLuxottica also provides an EAP Card to provide instruction and information at a glance.

The front of the card has basic instruction on what to do in the event of:



- ✓ Medical Emergencies
- ✓ Active Shooter
- ✓ Civil Unrest (Riots/Uncontrolled Crowds)
- ✓ Severe Weather (Tornadoes/Thunderstorm/Hurricane)
- ✓ Earthquakes
- ✓ Fire / Bomb Threats
- ✓ Terrorism
- ✓ Spills

The back of the card has contact information for emergency responders and internal resource. It also tells you how and where to report incidents.

This side of the card should be filled in as appropriate by the store team.

(To be filled in per location by store manager)

	Name (person or local entity)	Contact Number / Email
Brand Operations Contact		
Store Manager		
Asset Protection Representative		
First Aid Certified Associate (if applicable)		
Emergency Number	911	911
Fire Department		
Police Department		
Hospital		
Occupational Medicine - Urgent Care Facility		1-800-293-1022
Report Injuries (Employee and Customers accidents and incidents)	AP Platform	Injury/Illness and Incident Reporting

CONTACT INFORMATION

REPORTING INCIDENTS:

Report injury/illness or store incidents such as chemical spills through the Claret Toolkit:
 AP Icon
 Injury/Illness and Incident Reporting

Report all other emergencies by calling the AP Command Center:
 1-866-589-4357
 Option 6

Document Number: 001/0203

WHAT YOU NEED TO DO:

- Print a copy of the EAP card (2 sided) or order a laminated version from CP using CP #3013385.
- Fill out the EAP card and post where associates can quickly access. (Ex. Employee bulletin board)
- Review the Emergency Response section of the EHS Manual and your store or host provided emergency active plan.
 - Know your evacuation route and designated assembly point;
 - Review the procedure for using a fire extinguisher;
 - Practice an evacuation drill.

Make sure you talk to your Manager if you have any questions about what to do!

Don't forget to share your feedback and suggestions on how we can improve our health and safety programming!

Contact RetailSafety@luxotticaretail.com with any questions.

