ELEKTRISOLA (Malaysia) SDN BHD.

Ergonomics

CHEMICAL

NOISE
Introduction Of Elektrisola

- A multinational company headquartered in Eckenhagen, Germany and is the largest producer of fine copper magnet wire in the world.
- Elektrisola Group was founded by a specialist metallugi, Dr Richard Shildbach in 1923 in German. To date, the group has grown Elektrisola has 7 factories worldwide - German, Italy (two plants), Switzerland, USA, Malaysia, Mexico and China.
- EM was established in 1992 in the industrial area of Bentong, Pahang Darul Makmur, before moving to the plant site remained in Janda Baik in 1993.
- In 2017, EM has reached the age of 25 years of existence. Starting with a temporary factory site with fewer than 70 employees, today the EM has grown not only in terms of employees has reached 750 people, but it is among the largest factory to other factories within the Group Elektrisola.
Magnet Cooper Wire Process

Copper 2.00mm

2 Main Process
Drawing (Rarefaction)
Enamelling (Coating)

1. Annealing Oven
2. Enamel Applicator
3. Curing Oven
4. Lubrication Application
5. Laser- O.D. Control
6. Tension Control
7. Spooling
8. Monitor
ELEKTRISOLA PRODUCT APPLICATION

Automotive

Industrial

Appliance

Consumer
OSH Compliance
Related to Industrial Hygiene
(Noise, Chemical & Ergonomics)

FACTORIES AND MACHINERY
(NOISE EXPOSURE) REGULATIONS 1989

OCCUPATIONAL SAFETY AND
HEALTH (USE AND STANDARDS
OF EXPOSURE OF CHEMICALS
HAZARDOUS TO HEALTH)
REGULATIONS 2000

FACTORIES AND MACHINERY
(SAFETY, HEALTH AND
WELFARE) REGULATIONS 1970
SOHELP IMPLEMENTATION LEVELS

**EXCELLENT LEVEL**
- Implement all actions to be taken from assessment report

**ADVANCED LEVEL**
- Implement >50% action to be taken from assessment report

**INTERMEDIATE LEVEL**
- Conduct risk assessment

**BASIC LEVEL**
- PIC attended SOHELP programme

**ENTRY LEVEL**
- Commitment from management
Comment JKKP Officer

First Coaching
- To establish special SOHELP committee on implementation, PIC, responsibility and job task.
- SOHELP Induction to Committee and workers.
- SOHELP programme and planning (Gantt Chart)

Second Coaching
- To ensure every planning is implemented (Gantt Chart)
- Every imported chemical should follow CLASS regulation.
- Ensure SDS in dual language
- To review Chemical Register closely
- Past Audiometric result – 2 persons STS- Ensure Retest.
- To conduct Campaign related to SOHELP, to achieve 5 stars rating.
SoHELP : LEVEL 1 (NOISE, CHEMICAL & ERGONOMIC) BASIC

Commitment from management to implement
SOHELP : LEVEL 2 (NOISE, CHEMICAL & ERGONOMIC) BASIC

Person in charge attended SOHELP program
SOHELP : LEVEL 2 (NOISE, CHEMICAL & ERGONOMIC) BASIC

Provide implementation plan for 2 years

<table>
<thead>
<tr>
<th>Activities Title</th>
<th>Planning</th>
<th>APR</th>
<th>MAY</th>
<th>JUNE</th>
<th>JULY</th>
<th>AUG</th>
<th>SEPT</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
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</thead>
<tbody>
<tr>
<td>1 Level On Entry</td>
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<tr>
<td>1 Establish SOHELP Committee In</td>
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<tr>
<td>2 Training the SOHELP Committee</td>
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<tr>
<td>2 Level 2 (Basic) Planning to implement the program to involve Employee</td>
<td>Planning</td>
<td></td>
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<tr>
<td>3 Level 3 (Intermediate)</td>
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<tr>
<td>4 Level 4 (Advanced)</td>
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<tr>
<td>5 Level 5 (Excellent)</td>
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<td>3 Level 3 (Intermediate)</td>
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<td>5 Level 5 (Excellent)</td>
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</tr>
</tbody>
</table>

**Ergonomic**

**Chemical**

**Noise**
**SOHELP : LEVEL 2 (NOISE, CHEMICAL & ERGONOMIC) BASIC**

**HIRARC** has been conducted

<table>
<thead>
<tr>
<th>No.</th>
<th>Activity</th>
<th>Conditions of assessment</th>
<th>Hazard</th>
<th>Hazard Category</th>
<th>Consequence</th>
<th>Severity</th>
<th>Likelihood</th>
<th>Initial Risk</th>
<th>Accident</th>
<th>Control Record</th>
<th>Existing Control Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>20</td>
<td>Working at production area</td>
<td>Intermediate (machine and inspection), Bekerja di kawasan pengolahan intermediate (mesin dan pemeriksaan).</td>
<td>Loud noise, Bunyi bising.</td>
<td>Physical, Fizikal</td>
<td>Deafness, Pekak.</td>
<td>3</td>
<td>1</td>
<td>3</td>
<td>JIJKP-7 (2012)</td>
<td>i. Wear ear plug, Pakai earplug. ii. Yearly audiometric test, Ujian audiometrik tahunan. iii. Installed sound proofing at machines, Mesin dipasang dengan penghalang bunyi.</td>
<td></td>
</tr>
</tbody>
</table>
NOISE
SOHELP : LEVEL 2 (NOISE)

Conducted Noise, Risk Assessment
(iv) Personal Noise Exposure Monitoring

<table>
<thead>
<tr>
<th>Department / Section</th>
<th>Name</th>
<th>8 Hour Time (L8h)</th>
<th>Bone Time (L0h)</th>
<th>Leq (L_Aeq)</th>
<th>Pena (L0h)</th>
<th>Max (L0h)</th>
<th>Type of Exposure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Old Factory (Instrumental Drawing)</td>
<td>7.42</td>
<td>32.42</td>
<td>82.2</td>
<td>115.3</td>
<td>105.2</td>
<td>Fluctuating</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7.37</td>
<td>39.99</td>
<td>84.4</td>
<td>132.4</td>
<td>106.5</td>
<td>Fluctuating</td>
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</tr>
<tr>
<td>Old Factory (Raw Wire Drawing)</td>
<td>7.40</td>
<td>29.60</td>
<td>79.2</td>
<td>113.7</td>
<td>114.0</td>
<td>Fluctuating</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7.40</td>
<td>41.19</td>
<td>84.6</td>
<td><strong>148.5</strong></td>
<td>112.7</td>
<td>Fluctuating</td>
<td></td>
</tr>
<tr>
<td>New Factory (Ultrasonic Drawing)</td>
<td>7.43</td>
<td>0.70</td>
<td>73.4</td>
<td>120.4</td>
<td>104.7</td>
<td>Fluctuating</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7.39</td>
<td>25.88</td>
<td>81.2</td>
<td>133.8</td>
<td>113.1</td>
<td>Fluctuating</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7.40</td>
<td>46.14</td>
<td>86.9</td>
<td>149.1</td>
<td>130.8</td>
<td>Fluctuating</td>
<td></td>
</tr>
<tr>
<td>Die Drawing (Small)</td>
<td>7.40</td>
<td>36.04</td>
<td>79.0</td>
<td>120.5</td>
<td>103.3</td>
<td>Fluctuating</td>
<td></td>
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<tr>
<td>Die Drawing (Big)</td>
<td>7.40</td>
<td>36.06</td>
<td>78.9</td>
<td>135.2</td>
<td>110.7</td>
<td>Fluctuating</td>
<td></td>
</tr>
<tr>
<td>Carpentry</td>
<td>7.40</td>
<td>33.72</td>
<td>76.1</td>
<td>115.9</td>
<td>118.6</td>
<td>Fluctuating</td>
<td></td>
</tr>
<tr>
<td>Old Factory (Fine Wire Extruding)</td>
<td>7.62</td>
<td>9.56</td>
<td>73.8</td>
<td>115.4</td>
<td>116.1</td>
<td>Fluctuating</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7.62</td>
<td>13.76</td>
<td>76.1</td>
<td>119.1</td>
<td>117.6</td>
<td>Fluctuating</td>
<td></td>
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<tr>
<td></td>
<td>7.47</td>
<td>19.30</td>
<td>79.1</td>
<td>128.3</td>
<td>107.4</td>
<td>Fluctuating</td>
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</tr>
<tr>
<td></td>
<td>7.40</td>
<td>18.85</td>
<td>79.5</td>
<td>116.6</td>
<td>113.0</td>
<td>Fluctuating</td>
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<tr>
<td>New Factory (Ultrasonic Extruding)</td>
<td>7.73</td>
<td>29.96</td>
<td>82.3</td>
<td><strong>149.0</strong></td>
<td>115.4</td>
<td>Fluctuating</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7.73</td>
<td>38.55</td>
<td>81.9</td>
<td><strong>162.5</strong></td>
<td>106.6</td>
<td>Fluctuating</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7.75</td>
<td>35.72</td>
<td>77.6</td>
<td>131.8</td>
<td>107.7</td>
<td>Fluctuating</td>
<td></td>
</tr>
<tr>
<td>Litz Wire</td>
<td>7.72</td>
<td>1.46</td>
<td>66.7</td>
<td>127.6</td>
<td>103.2</td>
<td>Fluctuating</td>
<td></td>
</tr>
</tbody>
</table>

*The peak level exposure could be due to sources not related to normal working conditions.

Permissible Exposure Limit (PEL):
- Leq: 85 dBA (A) - Over 70 Hours
- Max Leq: 91 dBA (A)
- Pena: 80 dBA (A)

Action Level (AL):
- 90 dBA (A) - Over 70 Hours
SOHELP: LEVEL 3 (NOISE) – INTERMEDIATE

Provide information to employees exposed to excessive noise
SOHELP : LEVEL 3 (NOISE) – INTERMEDIATE

Identified Hearing Protection Zone
SOHELP: LEVEL 3 (NOISE) – INTERMEDIATE

- Provide Hearing Protection
- Implement Administrative Control
- Adequate Record Assessment
SOHELP : LEVEL 4 (NOISE) – ADVANCE

Implement Audiometric Test

Audiometric Testing result interpreted by Medical Practitioner

Provide Training
SOHELP: LEVEL 4 (NOISE) – ADVANCE

Implement Administration & Engineering Control

Before

After

Sound Absorber
SOHELP : LEVEL 5 (NOISE) – EXCELLENT

Continual Improvement

Before

After

Modified Machine
Parts create
Excessive Noise
Chemical
SOHELP : LEVEL 3 (CHEMICAL) – INTERMEDIATE

Information/Instruction & Training

Conduct CHRA

CHEMICAL HEALTH RISK ASSESSMENT (CHRA)

AT
Elektrisola (M) Sdn Bhd
Jalan Damai Satu,
Janda Baik, 28750 Bentong,
Pahang Darul Makmur.

Our Ref. No.: UPL 093/2014
Assessment Date: 24th & 25th June 2014
Reporting Date: 28th September 2014

Prepared by:

Environmental Science (M) Sdn Bhd
No. 38, Jalan Tago 11,
Tago Industrial Park,
Sri Dnemansara,
42200 Kuala Lumpur
Tel: 03-62755013  Fax: 03-62753323

Conducted by:

Mohamed Ismail Haji bin Ahmad
JPK HIE 127/171 21599

Soo Hwa Teh
JPK HIE 127/171 2164
Provide appropriate warning sign
SOHELP : LEVEL 3 (CHEMICAL) – INTERMEDIATE

- Provide Suitable PPE
- PPE Fit Test
- PPE Proper Storage
SOHELP : LEVEL 4 (CHEMICAL) – ADVANCE

IMPLEMENTATION OF RECOMMENDED ACTION

<table>
<thead>
<tr>
<th>Sample ID</th>
<th>Name</th>
<th>Work Unit/ Task</th>
<th>Work Specification</th>
<th>Chemical Monitored</th>
<th>Duration (min)</th>
<th>Results TWA 8 Hour (mg/m³)</th>
<th>PEL (mg/m³)</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1</td>
<td>QC Laboratory</td>
<td>Assistant Technician</td>
<td>Lead</td>
<td>360</td>
<td>0.008</td>
<td>0.05</td>
<td>Below PEL</td>
<td></td>
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<tr>
<td>P2</td>
<td>Electronic Room</td>
<td>Technician</td>
<td>Lead</td>
<td>360</td>
<td>0.007</td>
<td>0.05</td>
<td>Below PEL</td>
<td></td>
</tr>
</tbody>
</table>

Note: PEL means Permissible Exposure Limit.
SOHELP: LEVEL 4 (CHEMICAL) – ADVANCE

- INSTALL EFFECTIVE LEV
- INCREASE THE USE OF NATURAL VENTILATION
Implement all action to be taken in the CHRA report

### Action To Be Taken Base On 2014 CHRA

<table>
<thead>
<tr>
<th>S/N</th>
<th>Action Items</th>
<th>PIC</th>
<th>Status</th>
<th>When</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>Lead Monitoring</strong></td>
<td>Asran &amp; Safidah</td>
<td>Done</td>
<td>8-Apr-15</td>
<td>Conducted by Chemvi Lab</td>
</tr>
<tr>
<td></td>
<td>Once a year (Monitoring to be carried out during solder bar melting done)</td>
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<tr>
<td>2</td>
<td><strong>Phenol, Cresol, Xylene (mixed), Ethylbenzene</strong></td>
<td>Asran &amp; Nadiah</td>
<td>Done</td>
<td>17-Nov-16</td>
<td>Conducted by ACUMEN Lab</td>
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<tr>
<td></td>
<td>Enamel Controller (E3), (E4,E5 &amp; E6) Enamel Fine &amp; Ultrafine</td>
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<td>3</td>
<td><strong>Rockwool Fibre Monitoring</strong></td>
<td>Asran &amp; Idris</td>
<td>Done</td>
<td>17-Nov-16</td>
<td>Conducted by ACUMEN Lab</td>
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<td></td>
<td>(M1) Oven Repair Room</td>
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<td>4</td>
<td><strong>Wood Dust (Total Particulate Hot Otherwise Classified)</strong></td>
<td>Asran &amp; Najib</td>
<td>Done</td>
<td>17-Nov-16</td>
<td>Conducted by ACUMEN Lab</td>
</tr>
<tr>
<td></td>
<td>(L2) Carpentry Operator</td>
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# SOHELP: LEVEL 5 (CHEMICAL) – ADVANCE

## REVIEW POLICY, BUDGET AND PLANNING IN OSH

**ELEKTRISOLA (Malaysia) Sdn. Bhd. [1933121-L]**

### Plant Wide Objectives, Targets and Management Programs 2017 (POTP)

<table>
<thead>
<tr>
<th>Objectives</th>
<th>Targets (2017)</th>
<th>Management Programs</th>
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</thead>
<tbody>
<tr>
<td>- Minimizing the risk of accidents and work-related incidents.</td>
<td>- Reduce incidents of work injuries within 16 days for each sick leave in 2017.</td>
<td>- Encourage employees to report all incidents that might occur within 24 hours.</td>
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<tr>
<td></td>
<td>- Decrease the number of accidents by 5% with sick leave lasting longer than 2017.</td>
<td>- Conduct a survey on employees’ health per month.</td>
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<tr>
<td></td>
<td>- Conducting training for safety at work.</td>
<td>- Increase the training of ESH personnel for 6 months each year.</td>
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<tr>
<td></td>
<td>- Ensure that all employees undergo a 4-minute fire drill.</td>
<td>- Ensure that all employees carry out a fire drill every 3 months.</td>
</tr>
</tbody>
</table>

**Policy As A Good Cooperate Citizen**
Ergonomics
**UNCONTROLLED COPY**

Procedure No: WSH99010  
Revision No: 4  
Date Issued: 28.09.2011

<table>
<thead>
<tr>
<th>Flow</th>
<th>Responsibility</th>
<th>Details</th>
</tr>
</thead>
</table>
| Consideration before commence | EM Employee | 1.0 Before start you should consider the risk and the following factor:  
Sebelum bermula anda hendaklah mempertimbangkan risiko dan faktor-faktor berikut:  
1.1 Size, weight and shape of the object not to cause any danger to health.  
Ukuran, berat dan bentuk objek tidak menyebabkan apa-apa bahaya kepada kesihatan.  
1.2 Slippery, uneven or obstruction on the floor.  
Lemah, kedalaman samaan atau halangan di atas lantai  
1.3 Travelling distance by horizontal or vertical.  
Jarak perjalanan sama ada menegak atau melintang. |
| Limitation of capability | EM Employee | 2.0 Limit of your capability and do not try anything that you are unable to do.  
Hujung kepada keupayaan anda dan jangan mencuba sesuatu yang anda tidak mampu untuk melakukannya.  
2.1 Use mechanical lifter if the goods are too big, or difficult to handle.  
Gunakan pengangkut mekanikal jika barang terlalu besar, atau susah untuk dikeluarkan.  
2.2 Get help in team, at least 2 persons if the goods is weight is not acceptable and too difficult to handle.  
Dapatkan persilangan dari rakan sekerja, sekurang-kurangnya 2 orang jika berat barang tidak mampu ditegak dan terlalu sukar untuk dikendalikan. |

Reference
### Conduct Workplace Ergonomic Assessment

#### Ranking of Exposure Level

<table>
<thead>
<tr>
<th>No</th>
<th>Task</th>
<th>Section</th>
<th>Exposure Level (%)</th>
<th>Action Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Lifting and transferring box</td>
<td>Logistic</td>
<td>105</td>
<td>4</td>
</tr>
<tr>
<td>2</td>
<td>Transferring spool from pallet</td>
<td>Bare wire Inspection (Fine)</td>
<td>97.7</td>
<td>4</td>
</tr>
<tr>
<td>3</td>
<td>Transferring box into blue box</td>
<td>Procurement</td>
<td>89.9</td>
<td>4</td>
</tr>
<tr>
<td>4</td>
<td>Lifting, pulling and push spool to inspection</td>
<td>Bare wire Inspection (UltraFine)</td>
<td>78.4</td>
<td>4</td>
</tr>
<tr>
<td>5</td>
<td>Lifting spool to machine</td>
<td>Litz Wire</td>
<td>75.6</td>
<td>4</td>
</tr>
<tr>
<td>6</td>
<td>Cleaning chamber</td>
<td>Production support</td>
<td>72.7</td>
<td>4</td>
</tr>
<tr>
<td>7</td>
<td>Spool refurbishing</td>
<td>Procurement</td>
<td>68.8</td>
<td>3</td>
</tr>
<tr>
<td>8</td>
<td>Prepared the felt</td>
<td>Production support</td>
<td>67.3</td>
<td>3</td>
</tr>
<tr>
<td>9</td>
<td>Take out spool from machine</td>
<td>Drawing (Intermediate)</td>
<td>66.5</td>
<td>3</td>
</tr>
<tr>
<td>10</td>
<td>Manual lifting spool from machine</td>
<td>Enamelling (X m/c)</td>
<td>66.5</td>
<td>3</td>
</tr>
<tr>
<td>11</td>
<td>Transferring spool into drawing machine</td>
<td>Drawing (Fine wire)</td>
<td>61.4</td>
<td>3</td>
</tr>
<tr>
<td>12</td>
<td>Entering empty spool into machine</td>
<td></td>
<td>58</td>
<td>3</td>
</tr>
<tr>
<td>13</td>
<td>Take out spool from machine</td>
<td>Litz Wire</td>
<td>51.1</td>
<td>3</td>
</tr>
<tr>
<td>14</td>
<td>Cleaning glassware</td>
<td>Production support</td>
<td>40.7</td>
<td>1</td>
</tr>
</tbody>
</table>
SOHELP: LEVEL 3 (ERGONOMIC) – INTERMEDIATE

CONDUCT ERGONOMIC TRAINING TO EMPLOYEE
### Implementation 50% Ergonomic Risk Assessment

<table>
<thead>
<tr>
<th>No.</th>
<th>Activity</th>
<th>C / I</th>
<th>Hazard</th>
<th>Hazard category</th>
<th>Consequence</th>
<th>Severity</th>
<th>Likelihood</th>
<th>Initial Risk Rating</th>
<th>Accident Record</th>
<th>Existing Control measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Turning spool upright.</td>
<td>R</td>
<td>Heavy spool.</td>
<td>Ergonomic</td>
<td>Back injury.</td>
<td>3</td>
<td>1</td>
<td>3</td>
<td>2</td>
<td>Use manual handling device</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Finger trap.</td>
<td>Physical</td>
<td>Finger fracture.</td>
<td>2</td>
<td>2</td>
<td>6</td>
<td>12/12</td>
<td>Careful</td>
</tr>
</tbody>
</table>

**Notes:**
- **R**: Risk
- **C**: Control
- **I**: Incident

**Table Explanation:**
- **No.**: Number of the activity.
- **Activity**: Description of the activity.
- **Condition of assessment**: Classification of the condition.
- **Hazard**: Description of the hazard.
- **Hazard category**: Classification of the hazard category.
- **Consequence**: Description of the consequence.
- **Severity**: Severity rating.
- **Likelihood**: Likelihood rating.
- **Initial Risk Rating**: Initial risk rating.
- **Accident Record**: Accident record date.
- **Existing Control measure**: Existing control measure.
SOHELP: LEVEL 5 (ERGONOMIC IMPROVEMENT) – EXCELLENT

BEFORE

Before: Lifting manually

AFTER

After: by lifting hoist
SOHELP : LEVEL 5 (ERGONOMIC IMPROVEMENT) – EXCELLENT

**BEFORE**

- Before: Pushing manually

**AFTER**

- After: by Motorized
SOHELP : LEVEL 5 (ERGONOMIC IMPROVEMENT) – EXCELLENT

BEFORE

Before: manually tilt

AFTER

After: by Motorized tilt
SOHELP : LEVEL 5 (ERGONOMIC IMPROVEMENT) – EXCELLENT

Before: Lower Level

After: Raise the pallet level
SOHELP : LEVEL 5 NOISE, ERGONOMIC & CHEMICAL – EXCELLENT (CAMPGAIN & PROMOTION)
SOHELP : LEVEL 5 NOISE, ERGONOMIC & CHEMICAL – EXCELLENT (CAMPGAIN & PROMOTION)
Thanks
For Your Attention