



Unified Guidelines for the Branding and Physical Appearance of Facilities

Purpose:

To ensure that every SlavkaSk n.o. facility worldwide represents a unified appearance, operational quality, and safety culture—while taking local conditions into account. This lays the foundation for international credibility and partner trust.

Regulatory Areas:

a) Building Appearance

- At the entrance of each facility, it is mandatory to display the SlavkaSk n.o. logo and name in a standardized format (with specified material, size, and color code).
- External branding elements (colors, logos, signage) and interior design (offices, changing rooms, dining areas) must follow a central design plan, adapted to local cultural and environmental characteristics.

b) Signage and Indicators

- All facilities must implement a uniform bilingual (local language + English) signage system.
- A digital or manual sign showing the number of accident-free days is mandatory in a clearly visible location.
- All traffic and safety markings on-site (walkways, routes, emergency paths, hazard zones) must follow a standardized color code.

c) Layout of Mechanical and Functional Zones

- The sequence of machinery must follow a predefined logic:

Waste Reception→ Pre-treatment/Shredding→ Reactor Zone→ Gas and Oil Separation→ Tank Area

- Machine and system placement must always be adapted to the specific conditions of the site, but the operational process order must not be altered.

d) Safety Zones and Rules

- Site zones include:

Employee Zone – Mechanical Zone – Visitor Zone – Emergency Zone

- These must be visually and physically separated. Floor markings are mandatory.
- The number of accident-free days must be updated daily on the official SlavkaSk website:

www.slavkask.com

e) Training, Supervision, Safety

- Safety is the top priority. Every new employee must undergo mandatory occupational safety training.
- Monthly refresher trainings and presentation of the local-language accident procedure are required

- Each facility must designate a Safety Officer responsible for liaising with the central Quality and Safety Department.
- An internal audit and an unannounced safety inspection are mandatory annually.

f) Documentation

- Each facility must display a “Site Operational Information Board” in a clearly visible location, containing:
 - The name and contact of the site manager
 - The date of the last safety training
 - The number of accident-free days
 - The operating permit number and its validity

Regulation Issued By:

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