



MORE LIGHT



Information for visitors

Jenoptik site in Jena-Göschwitz

Welcome to Jenoptik

Brigher Futures with the Power of Light. Thank you for supporting us. We look forward to welcoming you as our guest and are pleased to provide you with information about your visit to Jenoptik.

Contact Göschwitz location:

e-mail: empfang.goe@jenoptik.com

phone: +49 3641 65-4340



Important phone numbers:

Fire department/medical emergency: 0-112

Police emergency: 0-110

Jenoptik security center: 3333

Access to the Jenoptik premises



We are obliged to perform screening of all visitors and contractual partners of Jenoptik against valid sanction lists while using information such as name, nationality and institution of origin. Please have a valid ID with you.

Rules for visitors

Access and movement on the company premises



Please wear your visitor badge clearly visible during the entire stay on the company premises.



Visitors are always accompanied by Jenoptik employees within the company premises. Access to security areas is only permitted to visitors after a security check.



Please only use the marked paths and corridors.

Some of the work premises are visibly equipped with barriers or are marked with warning signs such as "AUTHORIZED PERSONNEL ONLY". In case you stay at or near such premises, please follow the instructions of the trained staff who work there.

Driving and parking, speed limit



Driving onto and on the premises is only permitted with special authorization and to delivery traffic.



Guests may park outside in the designated guest parking spaces or in the spaces assigned by the security staff. Vehicles that endanger safety and/or restrict the movement of others will be removed against payment. The usual traffic regulations and a speed limit of 10 km/h apply on the entire premises, including the parking lots.

Taking and bringing items with you



You are not allowed to carry any objects away including, but not limited to, documentation, without an explicit consent of the person you are visiting or of another authorized member of the staff.

It is forbidden to use any portable memory media like FD, CD, DVD, USB devices, or HDD on all computers connected to Jenoptik network.

Smoking and drug ban



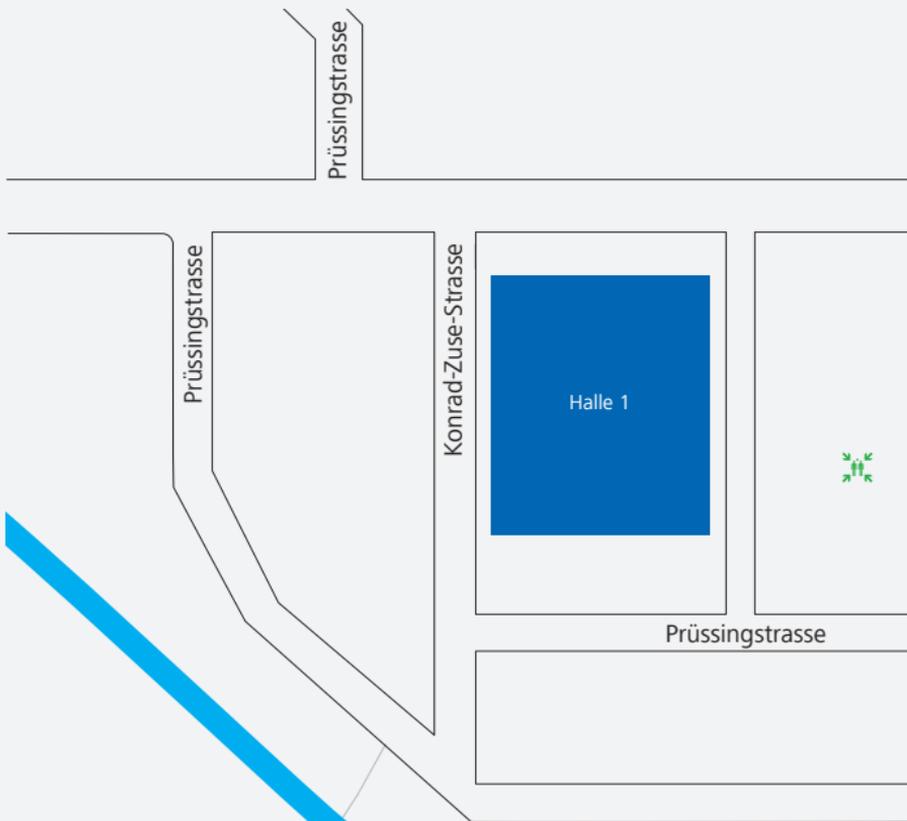
Smoking is permitted only at designated smoking areas. The use of fire and open light requires the approval of the property management or the fire safety officer.

You may not enter the building under the influence of alcohol or drugs. Hosts or security personnel are authorized to ask you to undergo appropriate tests.

Prohibition of photography



Filming and photography (including with cell phones) is prohibited on the entire company premises (except with the permission of authorized Jenoptik employees).



Site plan Jena-Göschwitz



Main entrance



Reception/
registration



Security service/
registration

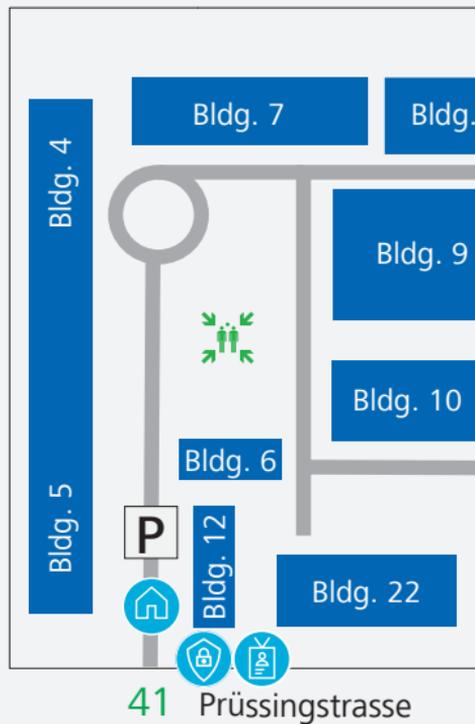


Assembly point



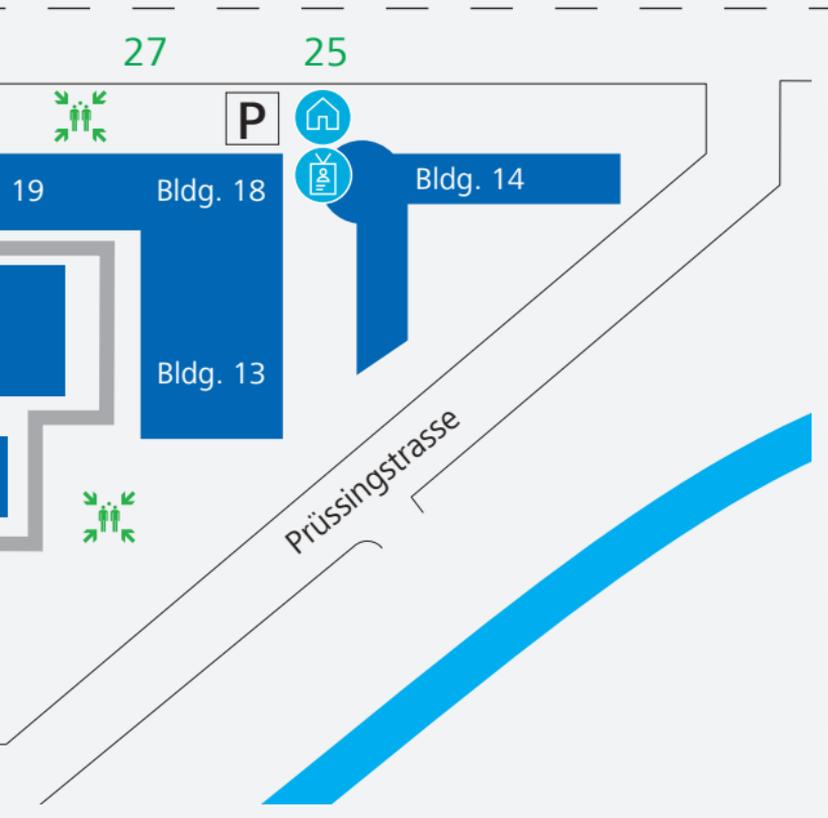
Visitor parking

Göschwitzer Strasse 29





Core area



Safety & security



Our buildings and grounds are monitored 24/7 by security guards who are based in the security operations command as indicated on the map on page 4 and 5.

Surroundings, goods and materials



It is always necessary to follow instructions of the company's employees with regard to possible risks in the workplace, such as: cranes operation, forklifts, electrical and other equipment, use of chemicals, gases or pressure vessels.



In the areas intended for the transportation of materials, goods and merchandise, please pay attention to forklift and trolley traffic as well as suspended loads under the crane systems.



Please be aware of general hazards such as tripping, bumping, falling and crushing hazards, vehicle traffic and production-related technological hazards such as laser radiation, electromagnetic fields, heat radiation, etc. throughout the entire company premises.



Do not touch anything



Please do not touch any workpieces, materials, machines or devices as you could endanger yourself, the production process or the product.

Protective equipment

Please only enter areas where personal protective equipment is required with this protective equipment. As a visitor, you can borrow the appropriate equipment from your host.



Environmental protection



Be aware of your impact on the environment and act accordingly.

When working, always adhere to applicable legislation and regulations of the company.

When working with dangerous substances, please ensure their qualified use, proper storage and safe disposal, so that neither the environment nor safety are threatened.



Avoid waste generation, and if it occurs, dispose it according to internal company requirements on waste separation and in accordance with law. If during your activity hazardous waste is generated, ensure its disposal at your own expense.

When using energy sources, please try to use them economically.

First aid



In case of injury, inform the person you are visiting or the company's reception. First aid kits are available at the reception of the company, others are located in all areas as indicated on the escape and rescue plans. You will find the names and telephone numbers of the first responders in the first aid boxes and on the alarm and emergency plans in the areas.

Behavior in an emergency case



In case of emergency, follow the existing directives created for the situation and instructions from the person you are visiting, the head of the department you work in or call the reception.



- Leave the building immediately using the shortest escape route.
- Pay attention to the escape route signs.
- Follow the Jenoptik employees to the assembly point.
- Always follow the instructions of Jenoptik security personnel.

Our rules of conduct



Jenoptik respects generally accepted rules of good manners and politeness. Any signs of intimidation and discrimination are not tolerated by the company.



In order to ensure a high level of integrity as well as ethical and legal standards within the Group at all times and to safeguard Jenoptik's reputation, the principles of conduct that we already take for granted have been summarized in the Integrity Code.



Some tips for your stay in Jena

After-work drink and food: You can find all kinds of restaurants in Wagnergasse.

A short hike with a wonderful view: Many paths lead to the hills around Jena. They are easily accessible in all directions and after a short climb you can enjoy the tranquility of nature and a view of the city.

For sports and culture enthusiasts: Jena has short distances and offers many opportunities for a run, for climbing, swimming, or immersing yourself in the era of romanticism in Jena.

All information including a calendar of events can be found at www.visit-jena.de



Thank you for your visit!

The contents of this publication address all genders equally. For better readability, the masculine forms are used normally.

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