



To all external companies

Training procedure for external companies

Dear Sir / Madam,

we will compulsorily provide you with the following annual safety instruction for external companies in the form of online instructions. These instructions are mandatory **prior** to entry to the site and thus an integral part of the contract.

Here is some important information:

- You can carry out the training from any internet-enabled computer. Simply follow the link or enter the following address: <https://dalli.secova.de/app/visitor/index.php?vO=1>
- Please enter your personal details and company name in the following window. You will then be directed to the appropriate training.
- After completing the training (this is to be completed independently by each employee) and successfully answering the test questions, you will be automatically classed as a 'safety-trained' person to work in the dalli-group and Mäurer & Wirtz operating units for 12 months.
- After completing the training, please print out your certificate using the QR code and bring it for registration.
- You should log onto our Sam* terminal using the printed certificate (QR code). Your operations contact partner is on hand to answer any additional questions you may have.
- Alternatively, there is also a PC terminal in the Dalli-De Klok B.V. reception where you can complete the training on-site. Please remember that this will take around 20 minutes per employee. We would therefore recommend that training is undertaken before arriving at Dalli-De Klok B.V.

Please note that the safety instructions are in your own interests. We look forward to a successful collaboration with you.

Kind regards
Dalli-De Klok B.V.