

## **AM/NS CALVERT VENDOR SITE ACCESS REQUIREMENTS**

1. All vendor companies must be pre-approved for work by Health & Safety – an approval list will be consulted by Security to verify compliance.
2. All vendors needing onsite access will need to complete the **AM/NS CALVERT** online orientation at the following website and select the “Vendor” option:

[www.abbottsfeld.com/amnscalvert-cso](http://www.abbottsfeld.com/amnscalvert-cso)

**PLEASE NOTE THIS ORIENTATION IS DIFFERENT THAN OUTOKUMPU'S ORIENTATION!!**

3. All vendors will additionally be required to provide a copy of proof of a negative 10 Panel Drug Screen and negative Alcohol screen conducted within 30 days of the estimated start date at the site.
4. Vendors required to drive onsite must complete the Vehicle Site Access Pass Form, obtain the necessary AM/NS CALVERT approval, provide proof of auto insurance and proof of current automobile registration. Vendors are to coordinate with their AM/NS Team Member contact (Vendor Coordinator) to ensure appropriate approval of the Vehicle Site Access Form.
5. Failure to meet these requirements may prevent badge issuance.

### **AM/NS CALVERT VENDOR ACCESS CHECKLIST**

- ☐ Company pre-approved as a “Vendor” by Health & Safety
- ☐ AM/NS CALVERT Abbottsfeld Vendor Orientation Certificate
- ☐ Copy of proof of a negative 10 Panel Drug Screen and negative Alcohol screen conducted within 30 days
- ☐ Approved Vehicle Site Access Form, proof of automobile insurance, vehicle registration and government-issued photo ID for each onsite driver

Please contact Andrew Dillon, Lead Specialist Contractor Safety, with any questions or concerns.

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