

## ACCREDITATION DELIVERY TO THE VISIT

In the hall of the Ponta Mar Hotel there will be a desk for participants to receive bracelets to have access to the transportation that will take them to the construction sites. The desk will be open at 7am.

## SCHEDULES AND VISIT GROUPS

The enrolled participants will be divided into two groups.

### Group 1

Morning – Golf Ville Resort

Afternoon – Paço dos Pássaros

### Group 2

Morning – Paço dos Pássaros

Afternoon – Golf Ville Resort

The transportation will depart from Ponta Mar Hotel at 7:30am with Group 1 and at 8am with Group 2

**Participants who are not in the official transportation of the event will not have access to the construction sites.**

As a safety policy of the construction companies, the participants will not be allowed to go to the construction sites in their private cars.

## GENERAL SCHEDULE

### Group 1

7:30am – Departure from Ponta Mar Hotel

8:30am – Arrival at the Golf Ville Enterprise

11:30am – Departure from the enterprise with destiny to the restaurant reserved for lunch (not included in the registration fee)

1:30pm – Departure from the restaurant

2pm – Arrival at the Paço dos Pássaros Enterprise

5pm – Departure from the enterprise with destiny to Ponta Mar Hotel

### Group 2

8am – Departure from Ponta Mar Hotel

8:30am – Arrival at the Paço dos Pássaros Enterprise

11:30am – Departure from the enterprise with destiny to the restaurant reserved for lunch (not included in the registration fee)

1:30pm – Departure from the restaurant

2pm – Arrival at the Golf Ville Enterprise

5pm – Departure from the enterprise with destiny to Ponta Mar Hotel

The Restaurant Parque Recreio Sul was chosen as a intersection point between the construction sites due to its location. Lunch is not included in the registration fee and it must be paid directly by each participant.

The restaurant offers the options of Buffet (R\$ 35,00) and à la carte.

### **VISIT PROGRAM - GOLF VILLE**

Participants will be welcomed by all the administration team in the sales stand at the main entrance of the enterprise. At this moment, information about the construction company and the enterprise will be showcased in a video.

In the sales stand the visitors will be divided into 2 groups (foreigners and Brazilians). There will be an explanation about the use of some safety items during the visit and helmets will be delivered.

From the sales stand, participants take the bus of the event to the construction sites, where they will be divided into 2 groups (foreigners and Brazilians) in a way to visit the enterprise and see different points of it separately. The visit through the points will be made on foot.

After the visit of all the groups to the points defined by the construction company, a bus tour will be held through the enterprise in a way to evaluate the extension of it.

At the end, again in the sales stand, a coffee break will be offered by the construction company in a way to encourage the participants to exchange opinions.

At this moment it will be possible to make the Kaizen registration (opportunities for improvement) suggested by the visitors.

#### **Important:**

- Smoking, taking photos or any other type of record is not allowed in the construction site;
- All the participants will receive a badge that must be visible during the visit to the enterprise;
- In the visiting site there are specific insulation strips and specific displacement strips, limited by blocks of concrete. Always walk on them;
- In the visiting site it is mandatory to use individual safety equipment (helmet, earpiece, etc);
- It is not allowed to touch any equipment, even if it is turned off;
- It is not allowed to walk away from the visiting group or to walk by yourself in the visiting site.

### **VISIT PROGRAM - PAÇO DOS PÁSSAROS**

The participants will be welcomed by the technical team of the enterprise and will receive at this moment a helmet, a security card and a badge. Then a coffee break will be served by the construction company.

Afterwards, the participants will be directed to the balcony LEISURE, where the first presentations will be made. In the sequence, five groups will be formed to walk through the different environments of this enterprise simultaneously.

### **IMPORTANT OBSERVATIONS**

Follow closely the schedules defined.

It is mandatory the use of closed shoes and short or long sleeve shirt.

We recommend the use of sunblock.

The transport will depart from Ponta Mar Hotel at 7:30am with Group 1 and at 8am with Group 2.

It is not allowed the access to participants who are not in the official transport of the event.