Ridgeline Quarterly

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New Safety Protocol Rollout

Starting 1 October, all floor staff will follow the updated lockout/tagout procedure for the stamping line, following last quarter's near-miss review. The revised checklist adds a second sign-off step before any guard is removed for maintenance.

Training sessions run three times daily during the first week of October — 6:30am, 2:30pm and 10:30pm — to cover all three shifts. Attendance is mandatory; supervisors will track sign-in sheets at each session.

Quick Reference

- New checklist posted at every stamping station
- Second sign-off required before guard removal
- Questions: safety@ridgeline-mfg.example

Floor supervisors received the full procedure document last week. If you have not seen it, ask your shift lead before the training session — the updated forms will not be accepted until everyone has reviewed the changes.

Employee Spotlight: Maria Chen

> *"I started on the floor eight years ago and never expected to end up running the whole night shift. The thing that's kept me here is that people actually listen when you flag a problem."*

Maria Chen joined Ridgeline in 2018 as a line operator and was promoted to Night Shift Supervisor this spring. Under her watch, the night shift posted its lowest defect rate in company history last quarter — a 2.1% drop from the prior year.

Maria credits the improvement to a simple change: a five-minute handoff huddle at the start of each shift where operators flag anything unusual from the shift before. "It sounds too simple to matter," she says, "but it means problems get caught in hour one instead of hour six."

Congratulations, Maria, on a well-earned promotion.

Q3 Production Numbers

Line	Units	vs. Q2
Stamping	48,200	+6%
Assembly	41,900	+3%
Finishing	39,500	+9%

All three lines beat their Q3 targets, with Finishing posting the strongest quarter-over-quarter gain following the new conveyor layout installed in July. Plant management thanks everyone for adapting to the new floor plan mid-quarter — the early disruption clearly paid off.

Upcoming Events

- **5 October** — Safety training sessions (all shifts, see above)
- **18 October** — Quarterly town hall, cafeteria, 3:00pm
- **31 October** — Fall potluck, break room, all shifts welcome
- **14 November** — Open enrollment for benefits begins

Have News to Share?

Submit items for the next issue to `newsletter@ridgeline-mfg.example` by the 20th of the month.