



CRIBMASTER.

Vending Strategies to Help You Cope with COVID-19

STANLEY

A Note from Kelly Musselwhite



Dear CribMaster Community,

CribMaster strives to be a partner and resource for our customers. We are committed to making your job easier and more productive through our expertise in inventory management, and responding to the ever-changing environment of industrial manufacturing quickly.

The COVID-19 pandemic has forced us all to be even more agile than ever. We are all seeking guidance from industry experts to help shape our path forward. This eBook contains information from industry leaders like the World Health Organization ([WHO](#)), the United States Center for Disease Control and Prevention ([CDC](#)) and the Occupational Safety and Health Administration ([OSHA](#)) that may be helpful as you develop your operational strategy. We hope that the information included here, taken directly from the latest guidance from the [WHO](#), [CDC](#) and [OSHA](#), can be of value to you as you continue learning how to work in our “new normal”.

At CribMaster, we have the unique opportunity to help in some important ways. First and foremost, many of our solutions are an extremely efficient and direct way for workers to access PPE every day. CribMaster also can provide insight into inventory usage, which can be very helpful when monitoring compliance with critical safety protocols. Our hope is that between the CDC’s guidance, and CribMaster’s inventory management solutions, we can be a meaningful part of your pandemic response strategy.

I hope you enjoy this informational guide to help you achieve safer vending, and that we can continue to share and grow as partners during this pandemic and beyond.

Take care,

A handwritten signature in black ink that reads "Kelly".

Kelly Musselwhite, President



We are in a unique position in manufacturing. Many of us are building products and infrastructure that are deemed essential to society, keeping us employed while millions of others have been put out of work. While this job security is incredibly valuable, we also have to wonder: are we at higher risk in manufacturing facilities, and if so, how can we combat that risk?

Luckily, the [WHO](#), [CDC](#) and [OSHA](#) have published guidelines to help navigate the potential risks of manufacturing during the COVID-19 pandemic. Many of these guidelines speak to reducing exposure through three key things:

1. Reducing or eliminating crowding or shared spaces
2. Providing plenty of masks and other PPE
3. Establishing and enforcing clear communication and safety procedures



So What Can We Do?

Our responsibility is to put procedures in place that help ensure all of our employees, and customers we serve, remain safe. Fortunately, there are some straightforward processes and creative solutions we can put in place to stay productive and operational while keeping our workforce safe.

These solutions revolve around the need to ensure properly fitting PPE is readily available, that we communicate and encourage compliance in helpful ways, and that we eliminate exposure points wherever possible.

Over the next few pages, we'll dive into how you can accelerate the distribution of critical PPE safely, and reduce exposure points by establishing virtually touchless PPE stations.



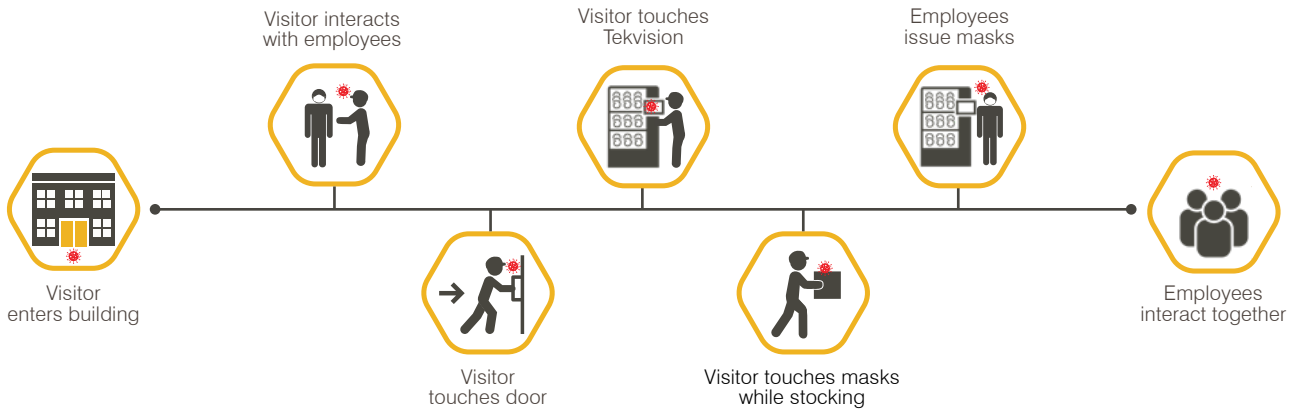
SAFE VENDING

Reducing Touchpoints



The Risks of Traditional Vending Models

One of the primary responsibilities of manufacturers is to provide plenty of properly fitting masks, gloves and sanitary items like hand sanitizer to on-site workers. A typical vending process has many contact points throughout the supply chain that may cause unintentional risk. Let's take this example of a visitor entering a facility to replenish a coil machine:



Now let's say the visitor in the example above tests positive for COVID-19. There are five exposure points on shared equipment that may have put employees at risk. Many of these exposure points can be avoided by adopting a virtually touchless vending model that also gets PPE out in the field faster. Let's start by talking about PPE kits.

Removing Touchpoints through PPE Kits

PPE kits help bundle PPE together, reducing touches in both restocking and vending. Typical items to include are gloves, masks, and hand sanitizer. Creating PPE kits is a simple, 3-step process:

1. Creating the Kits

Kits by Size



Small Kit
Gloves (size small),
Face Mask & Hand Sanitizer

Medium Kit
Gloves (size medium),
Face Mask & Hand Sanitizer

Large Kit
Gloves (size large),
Face Mask & Hand Sanitizer

Kits by Security



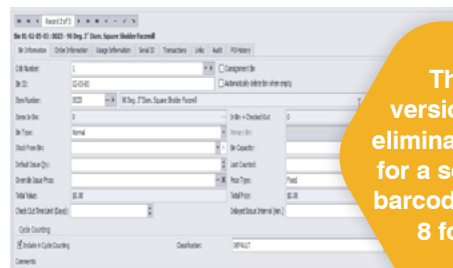
Standard
Paper Face Covering
Hand Sanitizer



Advanced
N95 Mask, Gloves
& Hand Sanitizer

2. Creating Barcodes in CM Client

Once you've identified the inventory for your PPE kits, create a unique barcode for each kit



The latest version of CM11 eliminates the need for a separate PPE barcode - see page 8 for details

3. Print and Distribute Barcodes

Print and distribute barcodes for each employee with the Kit Barcode that's right for them. Employees simply scan their employee badge followed by their PPE Kit Barcode to automatically receive their PPE.



But, how do the barcodes reduce touch?



Turn ToolBoxes and ProStocks Virtually Touchless

Shared technology, like CribMaster's ATR onboard touch screen computer system, offers a lot of flexibility and features. But today, many customers want to simplify their distribution processes to get PPE out on the floor as quickly and safely as possible.

Instead of selecting individual items to vend via the onboard Tekvision, attach a Fixed Mount Reader to your ToolBox or ProStock and have users scan their personal PPE Kit Barcodes to automatically issue a PPE kit approved for them.

You'll make your machines safer with minimal changes to your process and data collection capabilities.

1. What You'll Need



ToolBox or ProStock with Fixed Mount Barcode Reader



Barcode printer

2. Reporting & Analytics



Full usage reporting including inventory levels and employee details

3. Personnel Requirements



Restocking and replenishment of inventory

CHAT WITH GARY PECOR

Vice President of Operations



Q. None of us have ever experienced anything like COVID-19. In your opinion, what's the most important thing we can do to maintain a safe workplace right now?

A. Now is the time to over-communicate. Reach out early and often. In the absence of real information, people will assume the worst.

Be sympathetic to personal challenges in the workplace and at home. We've relaxed our attendance policy and encourage employees to go outside for a mental break when they're feeling anxious or tired of their PPE.

Q. How do you handle naysayers who don't want to cooperate with safety procedures?

A. You must set the example. Show your confidence in the company's plan of action and the efforts to keep all employees safe. Be fair, but firm.

Q. Any tips for keeping morale up during this scary, uncertain time?

A. Be visible and vocal. Initially, our Operations leadership worked remotely. This separated the leaders from the workforce and created a divide. Now, all of Operations works at the plant daily with an open-door policy.

Focus on what can be done, and not on what can't. Celebrate the wins, and recognize there will be areas that slide backward.

WHY IT'S GREAT

- **Similar to Typical Vending Process**
- Low learning curve leads to faster and easier adoption
- **Cost Effective**
 - Does not require full-time personnel to monitor
- **Helps with Tracking Compliance**
 - Collects detailed usage and inventory data
- **Simplicity**
 - Easy to set-up and manage

Create PPE Stations to Reduce Touchpoints During Replenishment

Set up PPE stations at entry points or popular work areas that allow employees to scan their badge and grab their PPE items without waiting in line.

These very efficient, touchless PPE stations can easily be set up using any type of bin or shipping box and a Point of Use (POU).

Simply put out boxes of PPE, have an attendant scan an Employee Badge and PPE Barcode and employees can grab what they need. No waiting for a machine to issue or interacting with a Tekvision required.

1. What You'll Need



Any kind of bin or box



POU



Barcode printer

2. Reporting & Analytics



Full usage reporting including inventory levels and employee details

3. Personnel Requirements



Stations can be supervised by an attendant

WHY IT'S GREAT

- **Extremely Fast Distribution**
 - Reduce long wait times and crowding
- **Simplicity**
 - Simple to set-up and manage
- **Ease of Restocking**
 - No repackaging of inventory required



Software Settings that Enable Touchless Vending

As the brains behind the machine, CribMaster software has an abundance of data and features that can be utilized in your pandemic response plan.

Try these 5 easy workflow enhancements to make your vending process safer:

New in CM11

1. Touch-Free Vending

The Summer 2020 release of CM11 includes an enhancement to vend PPE automatically using just an employee ID or badge. No need to select items in ATR or use a separate PPE Barcode – just one scan is all you need.

2. Vend from Mobile Devices

This enhancement in the Summer 2020 release of CM11 allows users to vend items right from their personal device using the CM Mobile NG app. No need for separate authentication or to touch the Tekvision.

3. ProStock Doors Automatically Close

One of the most frequently used touchpoints are doors and handles. In the newest release, the ProStock door will automatically close after the transaction is complete.

4. Touch-Free User Log-Out

ATR will automatically log users out after the transaction is complete, improving security and eliminating the need to touch the screen to log out.

5. Internal Employees Can Replenish Inventory

Many facilities are cracking down on visitors, making replenishment difficult. Grant an internal employee access to restock machines to reduce the risk of a third-party coming into the facility.



SAFE VENDING

Compliance & Auditing



Compliance & Auditing

As we all get back to work, management will be responsible for maintaining a safe work environment for all employees. These responsibilities may include enacting a policy if someone is to become ill in the workplace and enforcing safety protocols in easy-to-understand, visible ways. Management teams will also be responsible for documenting compliance.

How can this be done?

Contact Tracing

Contact tracing is a process recommended by global health experts to help reduce the threat of the virus spreading through your workplace in the event an employee tests positive for COVID-19.



Download
the [Contact
Tracing Report](#)
Today!

CribMaster can help with contact tracing through a simple, 2-step custom report that:

1. Identifies the cribs an infected employee used
2. Identifies other employees who also used that same crib over a certain time period

With this information, you'll be able to proactively sanitize potentially contaminated areas and alert at-risk employees of their potential exposure. This critical information may help reduce the opportunity for the virus to spread throughout the workplace.

Checklist

Checklist is a highly-customizable function that allows you to set up a list of criteria that must be agreed to before a user can issue or return an item. For example, Checklist may require users to confirm they're wearing gloves and a mask before issuing a drill that will be shared with other employees.

Similar questions can be asked when the user returns an item. For example, you can ask a user if they sanitized the drill before it goes back into inventory for reissue.

Checklist reminds employees of your sanitary protocols and encourages compliance.



SAFE VENDING

Safety Tips to Consider



Tips for COVID-19 Response in Manufacturing

There's an abundance of information available on how to keep the workplace as safe as possible during the COVID-19 pandemic. In addition to implementing a low-touch model for PPE distribution, there are many other things to consider as part of your pandemic response plan. We've compiled some helpful guidance from the WHO, CDC, OSHA and other government agencies below.

Please note these are suggestions only. Your organization is responsible for assessing your risks, your unique circumstances, and balancing the health and safety of your employees with operational needs. You are also responsible for measuring the efficacy of any measures used to reduce risks associated with COVID-19. More information can be readily found from the [WHO](#), [CDC](#) and [OSHA](#).

- Identify an on-site administrator to ensure all safety protocols are being followed
- Provide training on safety precautions and procedures in all languages relevant for the workforce
- Establish a daily temperature screening process to identify individuals with a fever of 100.4°F or greater who may be sick before they enter the facility
- Provide clean face masks for all employees to help reduce the spread of germs. For those who require more advanced PPE to protect themselves, seek out different types of masks (like N95s or respirators) that are designed to protect the wearer
- Configure work environment so that workers are following current social distancing protocols, with a physical barrier between them (like a partition or sneeze guard) where possible
- Establish a contact tracing process in case someone in the facility becomes sick, or is asymptomatic but tests positive
- Identify and clearly mark aisles and corridors as "one-way"
- Provide frequent touch-free hand-washing stations with soap and water, or sanitizers with at least 60% alcohol
- Ensure tools are disinfected whenever a workstation, tool or shift change occurs
- Install touchless technology wherever possible, including on trashcans, hand-washing stations, tissues, doors, and others
- Identify areas where crowding may occur, like clock in/out stations, break rooms, or inventory cribs and modify as necessary to comply with social distancing rules
- Review sick leave policies and actively encourage employees to stay at home if they feel unwell

*Center for Disease Control. Manufacturing Workers and Employers. Coronavirus Disease 2019 (COVID-19).

**Occupational Safety and Health Administration. Guidance for Preparing Workplaces for COVID-19.

