

# Company Updates - March 20-26 2023

**Good morning, Team! Here are updates to share for the week of 3/20-26**

## **Food & Personal Deliveries**

If you have food or other personal deliveries to the main visitor door, we ask that you please instruct the delivery person to contact you via personal cell phone or use the sign in option for you.

We have had several food/personal delivery persons simply knock on the glass or leave the food and it has sometime been left unclaimed.

## **Safety Training**

Carmen is hosting OSHA Training sessions for all Vivid team members over the next 2 weeks. Your team or area leader has communicated the day and time you are scheduled to be trained if you have not already attended training. If you need to move to a different time, please let your area leader know.

## **Safety Committee**

Our first meeting of the Vivid Impact safety committee is meeting March 30<sup>th</sup> at 3:00pm. Anyone who has not joined and wishes to join the committee should contact [Carmen Jeter](#).

## **Birthday Bash Monday April 3rd at 2pm**

Monday, April 3<sup>rd</sup> at 2pm, we will host our April Birthday Bash event in Fulfillment.

## **Fastenal Machine Credentials**

The RFID readers are now installed and the primary way to access the Fastenal machines. **You will be required use your key fob/card or have a supervisor assist with getting the supplies you need.**

If your fob/card is not working, please notify HR by submitting a case form [HERE](#).

(We have added a Request Type for **Bldg - Key Fob Not Working on Fastenal**)

## **March Madness Bracket Challenges**

Here are the March Madness Bracket Challenge Standings as of 3/22!

- Department Challenge Standings:

1. IT
2. Creative
3. Sales

- Individual Challenge:

1. Scott Brooks
2. Amy Bramblette
3. Jenn Melcher

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Revision #3

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