

Bayer Tour Policy



Eligibility:

All Bayer employees, contractors, visitors, vendors, customers, collaborators, government officials, and students at any facility where Bayer has operating control.

Purpose:

The purpose of this policy is to support Bayer's compliance commitments and the integrity of the company's proprietary interests and to ensure the safety of employees, visitors, and facilities.

Policy:

Bayer will permit educational tours of designated labs and other areas of interest subject to limitations necessary to fulfill the express purpose of this policy. Employees or others with access to our secure facilities are not permitted to conduct private or self-guided tours. Tours may not include greenhouses or field trials containing regulated material or R&D parental line or nurseries.

All tour requests must be submitted with required information via the online Tour Request Form at least ten (10) business days prior to the requested tour date. Additionally, all tours must comply with the Bayer Visible Badge Policy and the tour procedure outlined in the site's Bayer Tour Request Standard Operating Procedure.

Tour Request Requirements:

Tours are offered to employees, contractors, visitors, vendors, customers, government officials, and students. For safety reasons, age restrictions are implemented and group sizes of public tours of Bayer facilities are limited. Bayer is committed to providing reasonable accommodations to individuals with disabilities.

The following required information must be provided at the time of the tour request and at least ten (10) business days prior to the tour date:

- Name of the group, tour date, tour start time, and tour end time.
- Bayer tour host and tour requestor name, contact phone number, and e-mail.
- Number of guests.
- Legal first name and last name of all tour attendees.
- **All non-employee adults (over the age of 18) must also provide their middle initial, home country residential address (non-commercial), country of citizenship, affiliation, phone number, and e-mail.**
- Guests under 18 (middle and high school students and minors ages 12 – 18) must also provide their country of citizenship.
- Employee and contractor guests must provide a valid CWID.

This information will only be managed and retained as allowed by law.

St. Louis sites do not offer tours for elementary grade guests (Pre-K thru 5th grade). Tour attendees must be at least 12 years old or be in 6th grade.

Guest requirements for day of tour:

In compliance with Bayer Visible Badge Policy, all individuals must check-in and adults must provide a government issued photo identification (i.e., driver's license, military ID, passport) or Bayer badge at the time of arrival.

Flat, closed-toe shoes are required for every tour. In addition, long pants, long-sleeved shirts, and socks are required for entry into any growth chamber, greenhouse, or head house (not mandatory for tours, but required if a guest wants to go into the growth chamber or greenhouse).

Tour requests that do not meet requirements will be automatically denied. Individuals who are unable to meet tour requirements will not be admitted to any site. Individuals not admitted may be escorted from the site.