

Welcome to the
APM Training & Development Center



3213 Pasadena Blvd.
Pasadena, TX 77503
713.475.4580



BUSINESS HOURS

Our normal operating business hours are Monday – Friday, 8:00 AM – 5:00 PM. If your visit extends before or after those times, please have your host authorize and coordinate your visit with the Training & Development Center’s Coordinator.

PARKING

Parking is available in front of the APM TDC. Please do not park in the back parking lot unless specifically instructed.

Please do not park in a parking spot on any APM premises designated as “Handicapped Parking.” You must have a handicap license plate or have the temporary permit (in your name) visible to park in these spots.

VISITOR PROTOCOL

Visitors must be accompanied by an APM employee at all times. All visitors must display their badge at all times. Upon entering and exiting all property, bags, packages, and other articles may be subject to search. Weapons, drugs, and alcohol are strictly prohibited while at the facility. Return your badge upon leaving.

BADGES

If your visit is scheduled for any length, please request a badge from your host, or contact our HR Department for a visitor badge. Badges must be worn by visitors at all times.

TOBACCO USE

Tobacco products are strictly prohibited on company premises.

SALES CALLS

At this time APM does not accept sales cold calls. Please call our main number (713) 475-4580 to set up an appointment with the appropriate person for your business’ product.



OFFICE ATTIRE

The normal acceptable dress attire for the office area is business casual which includes: slacks, clean jeans, dress shirt, sport shirt, skirts and blouses, and dress shoes or boots for footwear. Please remain professional in your clothing decisions.

SAFETY RULES FOR INDUSTRIAL AREAS

- Approved safety glasses (Z-87) with side shields must be worn.
- Shoes must be closed toed (within aisles)
- Safety shoes are required in all work sites (outside of the aisles)
- No food or drink is allowed in any area where contamination may affect quality or in any area where the food or drink may become contaminated. Food is not allowed in the Shop Deck.
- Chemical substances may not enter or be used without SDS approval from the EHS department.
- Waste products may not be removed from the site without approval from the EHS department.
- Fall protection is required for all work above 4 feet.
- Contractors and visitors must adhere to the requirements in the APM Visitor Guide.

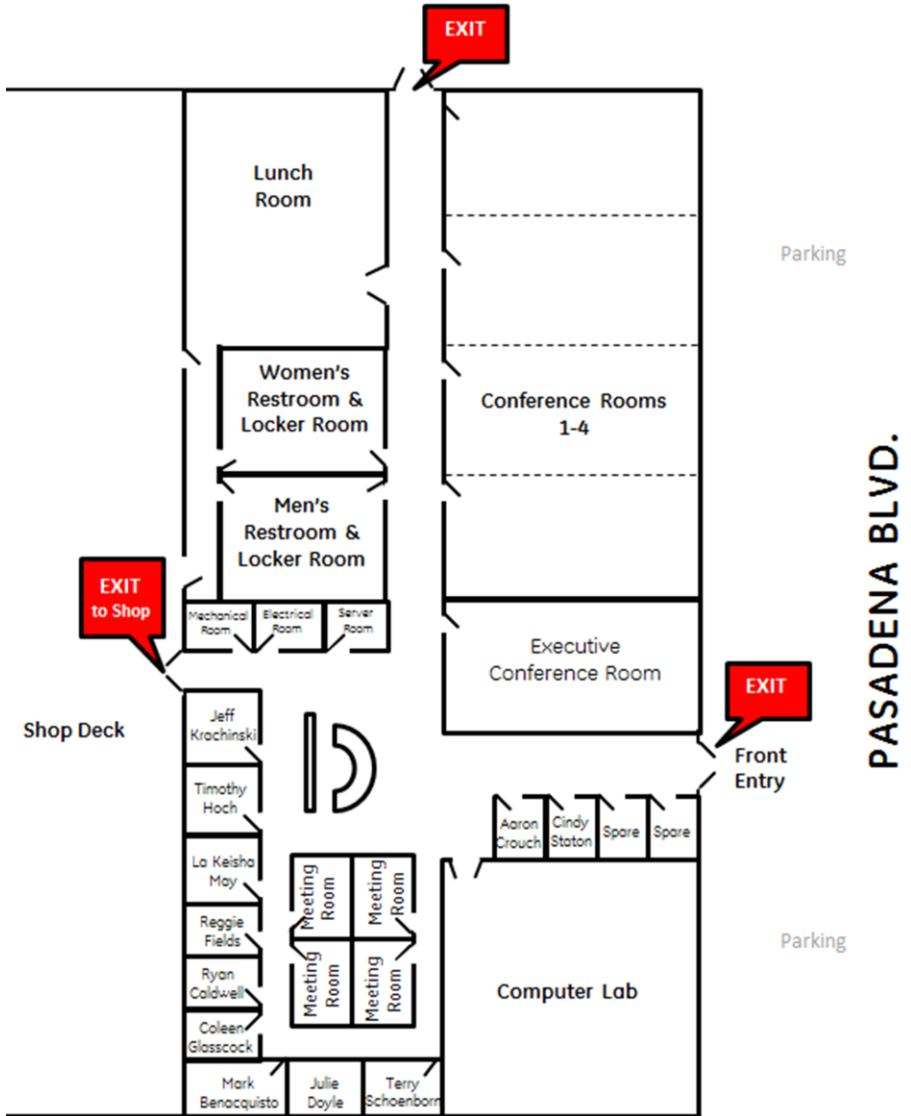
CAMERAS

Cameras and audio/video recording devices are not permitted inside the property without written approval from the HR Department.

If you have any questions, please ask an APM employee or the HR Department.



The APM Training & Development Center



The main number to this facility is (713) 475-4580

To make an external call, dial "9" first, followed by the area code and phone number.


If dialing from a phone within the facility, dial the 4 digit extension only.

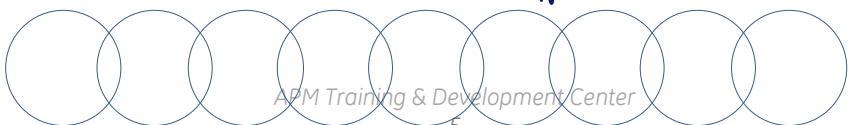
	Office Ext.	Cell Number
Benacquisto, Mark	4541	(832) 330-7229
Caldwell, Ryan	4537	
Crouch, Aaron	4585	
Doyle, Julie	4503	(713) 725-1469
Fields, Reggie	4517	(713) 859-9513
Glasscock, Coleen	4550	
Hoch, Timothy	4542	(281) 628-4303
Krachinski, Jeff	4532	(832) 846-4568
May, La Keisha	4566	(832) 330-2039
Schoenborn, Terry	4501	
Stanton, Cindy	4520	

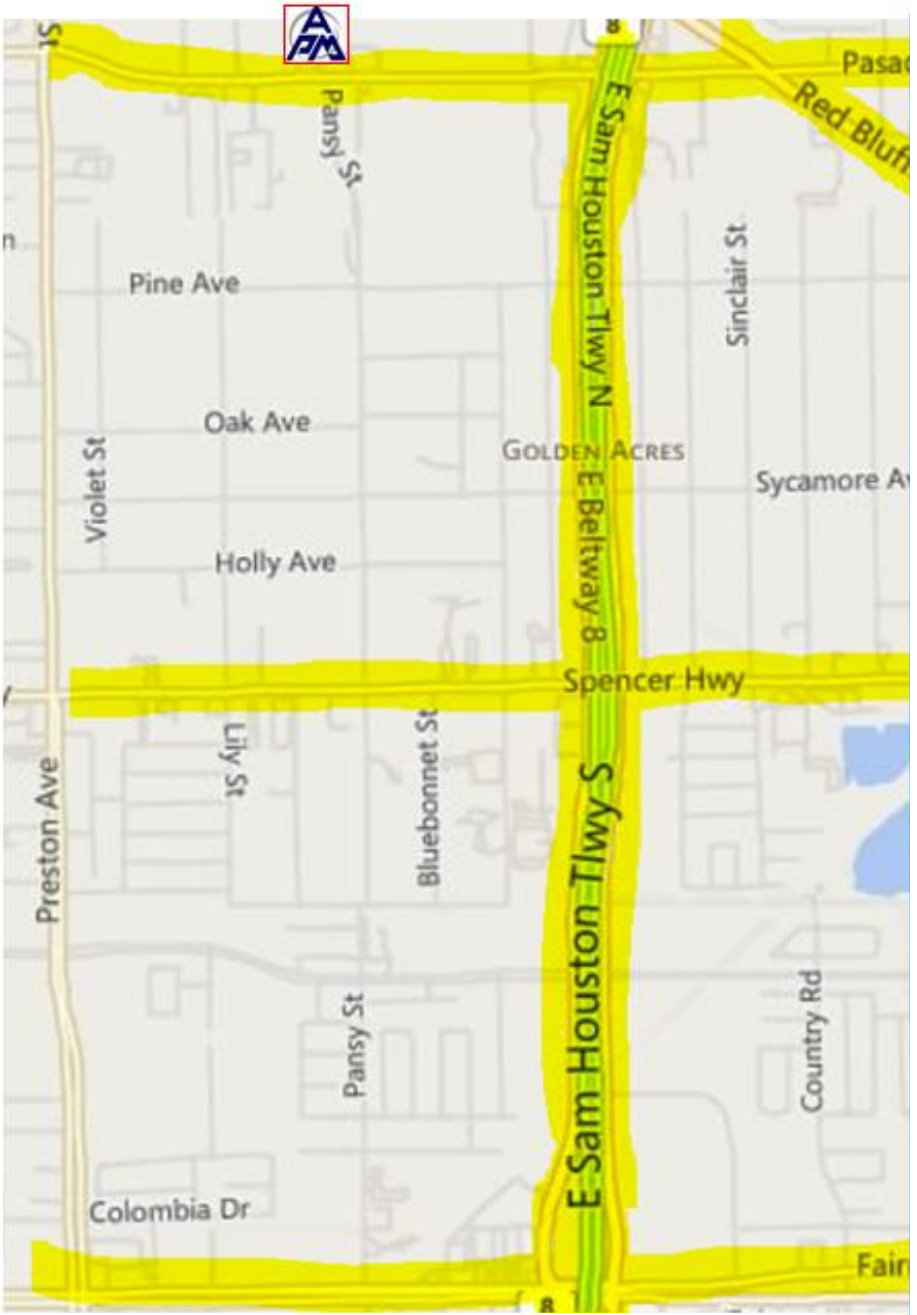
Please notice all EXIT signs and be sure you know which EXIT is closest to you.

Dial 9-911 in an emergency.

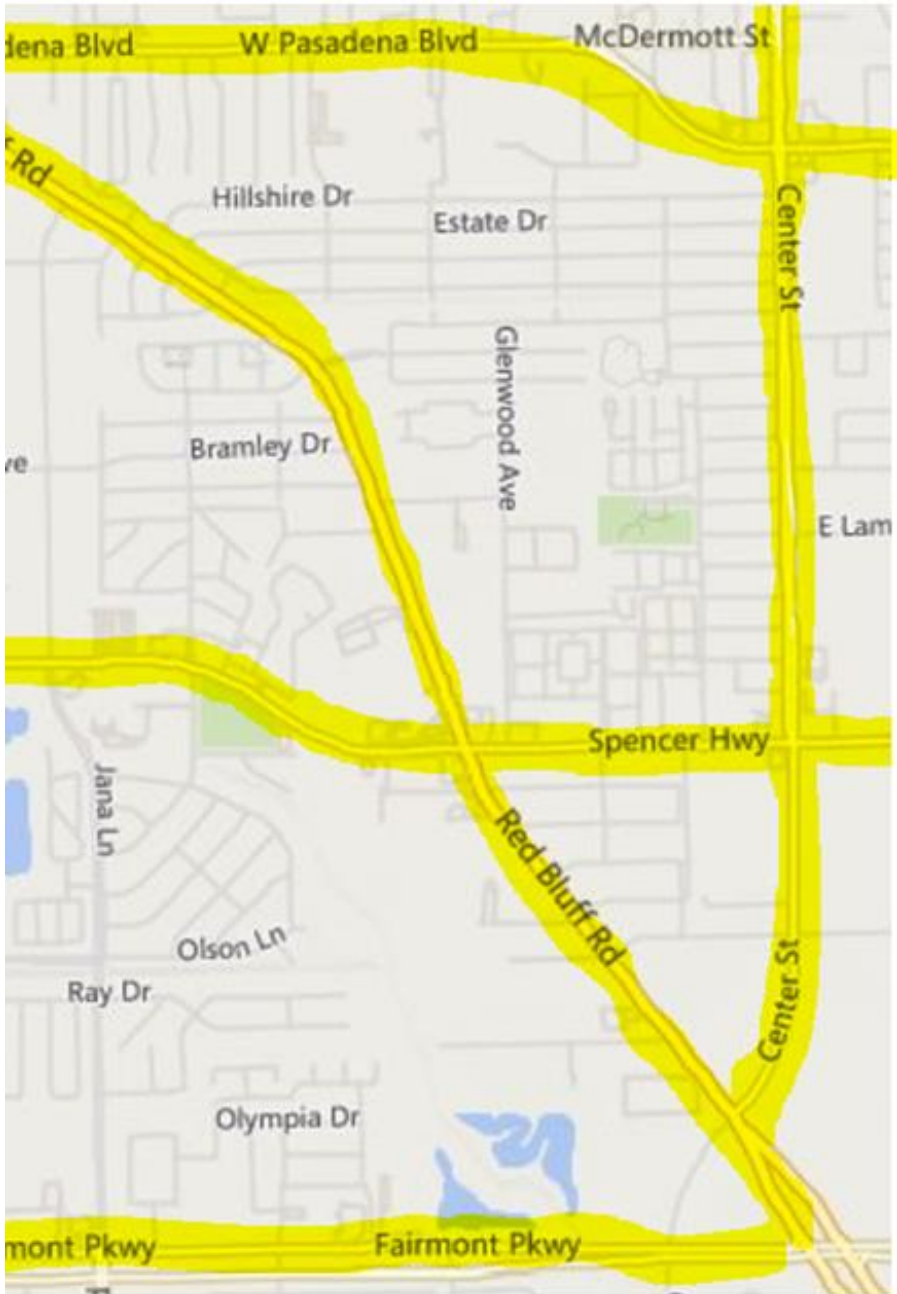
RULES

- Do. Be. Think. **POSITIVE**.
- Give it your **BEST**.
- Be passionate about the **SERVICES** we offer.
- Work hard, have fun and expect **SUCCESS**.
- **SMILE** always.
- Communication with **IMPACT** and **EMPATHY**.
- Think outside  **THE BOX.**





This is a map of the main roads around our Pasadena area. Most popular business chains and stores are on these roads.



Be sure to add the main APM Training Center phone number (713-475-4580) and your host's phone number(s) to your cell phone.

BREAKFAST

Ken's Restaurant 1122 Center St, Deer Park	Shipley's Donuts 3430 Center St, Deer Park 3933 Spencer, Pasadena
Frank's Grill 3807 Spencer, Pasadena	Dunkin Donuts 3313 Center St, Deer Park 4130 Fairmont, Pasadena
IHOP 3646 E Sam Houston Pkwy S, Pasadena	Morning Kolaches 2231 Center, Deer Park
Starbuck's 3530 Spencer (Spencer Hwy & Burke Rd.), Pasadena 5118 Fairmont Pkwy (Fairmont & Pansy), Pasadena, 5757 Fairmont Pkwy (Super Target), Pasadena 3705 Center St (Center & Pasadena Blvd.), Deer Park	

GROCERY STORES

Kroger 6701B Spencer (Spencer & Red Bluff) Pasadena	Target 5757 Fairmont, Pasadena
HEB 6210 Fairmont, Pasadena 3601 Center St, Deer Park	Food Town 3322 Center St, Deer Park
Walmart 5200 Fairmont Pkwy, Pasadena 9025 Spencer Hwy, La Porte	

LODGING

Hampton Inn 4741 East Sam Houston Pkwy S Pasadena, TX 77505 (281) 998-3300	La Quinta Inn & Suites 2205 Pasadena Fwy. (Hwy 225) Pasadena, TX 77506 (713) 475-2205	Holiday Inn 201 West X Street, Deer Park, TX 77536 (281) 479-9888
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PHARMACIES

Walgreen's 3300 Center St Deer Park, TX 77536 (281) 479-3488	CVS 3342 Spencer (& Beltway) Pasadena, TX 77504 (713) 378-2851 3505 Center St, Deer Park, TX 77536 · (281) 476-3460
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**Note: You may see or hear "E Sam Houston Pkwy S" also referred to as "the Beltway" or "Beltway 8"*

Dining

There are many places in the Pasadena, Deer Park and La Porte areas to eat. If you don't see something you like, ask about it.

Ernie's (Lunch only) Beltway and Pasadena Blvd.	Cullen's Restaurant 11500 Space Center Blvd., Houston
Texas Roadhouse (Dinner only) 3033 E Sam Houston Pkwy S, Pasadena	Taco Cabana 3819 Red Bluff, Pasadena
Gabby's Ribs, Steaks & BBQ 4010 Spencer, Pasadena	Napoli Italian Restaurant 4450 E Sam Houston Pkwy S, Pasadena
Red Lobster 4002 Spencer, Pasadena	Olive Garden 4641 E Sam Houston Pkwy S
Willie's Grill & Icehouse 3481 E Sam Houston Pkwy S, Pasadena	Cheddar's 3365 E Sam Houston Pkwy S, Pasadena
Casa Ole 4018 Spencer, Pasadena	Frank's Grill 3807 Spencer, Pasadena
Don'Key Mexican Food 5010 Spencer, Pasadena	Mamacita's Mexican Restaurant 7325 Spencer, Pasadena
Jason's Deli 3905 Spencer, Pasadena	Jimmy Changas 5144 Center St., Pasadena
Schlitzsky's 3830 Spencer, Pasadena	Sudies Catfish House 4910 Spencer, Pasadena
Chili's 5548 Fairmont, Pasadena	Buffalo Wild Wings 5875 Fairmont, Pasadena
Andy's Hawg Wild Bar-B-Que 2826 Dedman, Pasadena	KFC 4641 E Sam Houston Pkwy S
Golden Coral 4021 Spencer, Pasadena	Applebee's 5103 Fairmont, Pasadena
Subway 4009 Red Bluff, Pasadena	Pei Wei 5932 Fairmont, Pasadena
Antonio's Italian Grill 1105 Center Street, Deer Park	IHOP 3646 E Sam Houston Pkwy S, Pasadena
Bullritos 3709 Center St, Deer Park 4801 E Sam Houston Pkwy S, Pasadena	Sonic 5020 Fairmont, Pasadena 3506 Center Street, Deer Park
Ichibon Japanese Restaurant 4908 Fairmont, Pasadena	Chick-Fil-A 5104 Fairmont, Pasadena
Dairy Queen 4757 Spencer, Pasadena	Mc Donald's 3815 Red Bluff Rd, Pasadena,
Taco Bell 3816 Red Bluff, Pasadena	Savannah's Café & Bakery 5968 Fairmont, Pasadena

**Note: You may see or hear "E Sam Houston Pkwy S" also referred to as "the Beltway" or "Beltway 8"*

SCHEDULING

For inquiries about availability of this facility or a meeting room, or to schedule a tour of this facility, please contact:

Jeff Krachinski
APM Corporate Training Manager
3213 Pasadena Blvd., Pasadena, TX 77503
O: 713.475.4532
C: 832.846.4568

Information Needed For Reservation:

- Start and end date
- Type of event (training or meeting)
- Meeting Title
- Start and end times
- Number of attendees
- Room Setup
 - U shape
 - Chairs only
 - Tables and chairs

Room Rental Rates	Seating
Executive Conference Room	24
Computer Lab	50
Large Conference Room (full)	224
¼ Large Conference Room	56
½ Large Conference Room	112
¾ Large Conference Room	168
All Conference Rooms	248
All Conference Rooms and Computer Lab	298
Lunch Room	40-50

Be prepared to begin every meeting with a Safety moment and a Quality moment!

Be prepared to learn!

BE courteous and respectful to presenters and instructors!

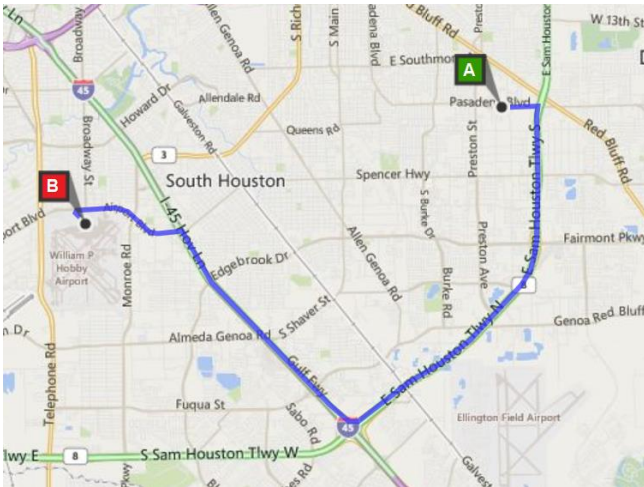
Engage!

End every meeting with PRIDE by leaving the room and facility better than you found it!

AIRPORTS

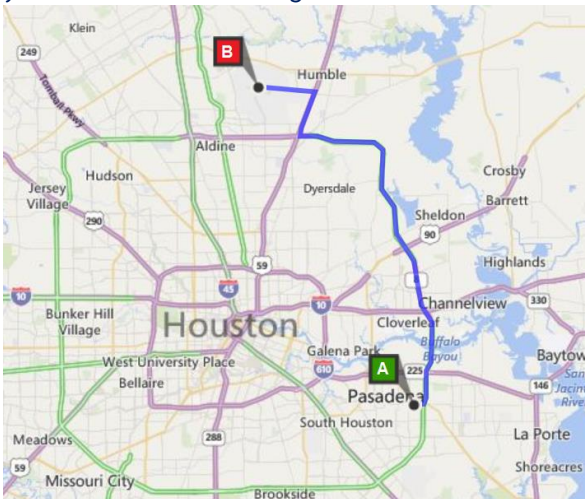
1. William H. Hobby Airport (HOU)
7800 Airport Blvd.
Houston, TX 77061
More: <http://www.fly2houston.com/hobbyHome>

Approximately 13.3 mi, 20 min driving 25 min with traffic



2. George Bush Intercontinental Airport (IAH)
2800 N Terminal Rd
Houston, TX 77032
More: <http://www.fly2houston.com/iah>

Approximately 31.4 mi, 40 min driving 48 min with traffic





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APM Training & Development Center