

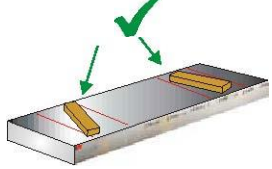








<p>Department Cast Products</p> <p>Approver's Title Cast Products Manager</p> <p>Author's Title Process Superintendent Casting</p>	 <p>TOMAGO ALUMINIUM Company Pty. Limited</p> <p>STANDARD OPERATING PROCEDURE MANUAL PRODUCT LOADING AND WEBBING RESTRAINT T BAR & SLAB LOADERS AND DRIVERS</p> <p><i>Controlled copy on day of printing 5/08/2020 only</i></p>	<p>Document No: SOP40a DMS: 120000004781 Version 03</p> <p>Original date: July 2008 Previous date: 29/05/18 Issue date: 31/07/20</p> <p>Page 1 of 2</p>
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<p>VEHICLE</p> 	<ul style="list-style-type: none"> • Use suitable vehicles, prime-movers & B Doubles as specified. • Do not overload the vehicle, see approximate load weight spacings over page. • Ensure the vehicle floor is clean and free from debris. • Ensure all fittings & restraint equipment are serviceable & in good order.
<p>RESPONSIBILITY</p>	<ul style="list-style-type: none"> • Who is the person in charge and responsible for loading/unloading? • Both the loader & driver must know the person responsible for this task. • Take care in respect to 'Working at Heights', always follow site safety rules. • Ensure only sound packs are loaded and placed correctly. Report any failures.
<p>LOAD PLACEMENT (A LOADER RESPONSIBILITY)</p> 	<ul style="list-style-type: none"> • Place product as directed by the transport driver. • Remember to load within legal axle weight limits. Follow the driver's directions. • Keep all loads as close as possible to the headboard. • The driver may request a product placement position be adjusted. • Use sound square timbers 100mm x 100m • T Bar no more than 2 high – Slab no more than 3 high • Ensure slab dunnage is between slabs
<p>LOADING & UNLOADING</p> 	<ul style="list-style-type: none"> • Ensure the forklift or loader has sufficient load-centre lifting capacity for each lift. • Keep all other persons well clear and always within your line of sight.
<p>RESTRAINT EQUIPMENT (A DRIVER RESPONSIBILITY)</p>  <p>A typical webbing tag with required markings, as per Aust Standard 4380</p>  <p>4344 is the Aust Std No, 4 represents 4000 kg LC</p>	<ul style="list-style-type: none"> • All webbing or chain lashing assemblies are marked with the manufacturer's minimum load rated lashing capacity (LC) of not less than 4000 kg LC (Reference; AS/NZS 4344 for chain and AS/NZS 4380 for webbing) • The LC is limited by the lowest LC component in the system assembly. • T BAR • T Bar uses 1 chain to tie down with a large piece of rubber matting under the foot of the T bar to stop the product from sliding on the truck bed. • The rubber needs to be larger than the T bar foot layer • Position the Tees to ensure axle weights are not exceeded. • Position the tees evenly across the deck • Do not stack tees more than 2 high • Use at least 1 x 8mm transport chain for every row of tees • Tension the chain to 750kg min using suitable tensioner • Use extreme care if using a "dog" • Do not use webbing straps to restrain T Bar products • SLABS • Long Slabs = 4 straps for each row (over 12 tonne or more than 4 metres) • Short Slabs = 3 straps for each row (under 12 tonne and less than 4 metres) • Place winch & anchor hooks just rear of floor cross-bearers. (see over page) • Always apply firm pre-tension of the webbing without overstressing equipment. • Always use 'geared' webbing winches (as fitted) when using webbing straps. • Tension wrench to a minimum of 200ft lb or 298Nm, using the geared webbing winch fitted to the under floor track

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<p>SUMMARY CHECK-LIST</p> 	<p><i>Do not – allow any person to be on your ‘blind’ side when loading or unloading.</i></p> <p><i>Do not – overload any vehicle.</i></p> <p><i>Do not – take risks, eg; mixing different sizes in the same load group.</i></p> <p><i>Do not – forget the forklift load guard may reduce access to some load positions?</i></p> <p><i>Do not – forget to ‘ASK’ or ‘CHECK’ if you are not sure’.</i></p> <p><i>Do not – carry any slabs on the narrow edge of dunnage timbers. (must be flat)</i></p>
	<p><i>Do – ensure the load rows are grouped to ensure best load weight distribution.</i></p> <p><i>Do – check the load during the trip, especially after any heavy braking.</i></p> <p><i>Do – check all restraint equipment & timbers are in good working order.</i></p> <p><i>Do – report any packs where the straps or bearers have slipped or broken.</i></p> <p><i>Do – ensure maximum legal axle group loadings are NOT exceeded.</i></p> <p><i>Do – follow all site safety rules and procedures eg; your PPE & Standing Areas.</i></p>

“All persons handling, loading or transporting loads have a duty to do so carefully and safely”

“This SOP is based on the Load Restraint Guide 2018 (LRG) issued by the NTC and Roads & Traffic Authority of New South Wales Ian Wright & Associates Report #384 May 2008.”