

SITE SAFETY SHEET CRM WAREHOUSE

Address Old Port Kembla Road, Port Kembla NSW 2505

Contact Site Mob: 0419518105

Opening Hours

Site Open - Monday – Sunday: 24hrs

Pickups/ Drops Times - Monday – Sunday: 24hrs

Emergency Procedures – Call **4275 6000** and ask for help.

In an emergency, the DEC (Departmental Emergency Controller) will activate the emergency alarm. Render what you are doing safe and leave the work area via the nearest safe exit. Make your way to the designated evacuation assembly area.

Do not leave the premises until cleared to do so by the DEC, and do not return to the work area until the all clear is given by the DEC.

Nearest Assembly Point - In front of CRM office carpark, near watchman’s cabin at main gate.

Nearest Emergency Pickup Point - C3 - outside truck entry to CRM CA building

Alternate Emergency Pickup Point - C4 - northern truck exit at CRM CA building.

Facilities/ Amenities



Toilets



Drinking Water



Tea/ Coffee



Microwave



Shower



Smoking

Toilets are located near the main front car park, adjacent to the old canteen. A Portaloo is also located upon the Reco-tunnel drive through exit. A third facility is located within the internal workings of the warehouse and is located at the rear of loading zone 1. Drivers are encouraged to use external facilities before entering the warehouse properly. If toilets are required whilst drivers are inside the warehouse, they are to be escorted safely through the warehouse by BlueScope personnel.

Drinking water is located inside the truck drivers despatch cabin

PPE Requirements



Long Sleeve Shirt Cotton
Drill Clothing



Safety Boots



Safety Hat



Safety Glasses



Class 3 Hearing
Protection



C3 Rated Gloves



Chin Strap
(When working at
heights or load binding)

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When updating this document please update new versions to SteelDrive and the Carrier Load Restraint Portal.

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SITE SAFETY SHEET

CRM WAREHOUSE

Site Access

Entry is via Old Port Kembla Rd, Port Kembla

1. CRM Site UHF Channel is CH25 private
2. The speed limit in the logistics yard is 15km/ph, and 8kph inside the warehouse. Trucks must stop at all stop signs and railway crossings.
3. Trucks must park in truck parking bay and present to despatch office via the designated walkway.
4. Beam trucks are ok to stop adjacent to the front despatch office to sign in and transfer trucks are ok to park in this location on night shifts and weekends to log in to BlueQ only.
5. Drivers must stay with their trucks at all times. Radio permission and an escort are required once entering the shed if the driver needs to use the toilet on site, access the main office or site crib room.
6. Drivers will be contacted by radio when it is safe to present for loading and to what bay. Drivers must stop and sound horn before entering the warehouse.
7. All drivers MUST log in to BlueQ (truck arrival kiosk) on arrival to site
8. Driver must restrain load to the relevant Load Restraint Guideline before moving.
9. Abide by site and product tarping rules. Tarping area is located opposite the yard area. During inclement weather, tarping is permitted inside the warehouse.

Safety Requirements

- Be aware of mobile equipment operating on site. Give way to mobile equipment at all times, including:
 - forklift, operating in the Logistics yard area and during loading.
 - overhead crane, upon entry and exit to internal loading bay.
 - trains, all vehicles must stop at all rail crossings.
 - other trucks, upon entry and exit to loading areas.
- Drivers must stay with their trucks at all times. Radio permission and an escort are required once entering the shed if the driver needs to use the toilet on site, access the main office or site crib room.
- When working at heights, or on a platform please take care. Safety helmet with chin strap must be worn when on back of truck with proper belt and lanyard fitted.
- Chin straps MUST be worn whilst load binding to provide protection in the case of equipment failure.
- Product and strapping have sharp edges. Gloves must be worn at all times when handling product.
- Beep before entering warehouse, as visibility may be limited.

A Doubles with Manual Dolly Lock

A Doubles with a manual Dolly Lock which requires a driver to exit the truck cabin to engage/disengage the Dolly are restricted to load and unload from:

- The Reco Tunnel
- 800
- 1000

All other areas require a driver to exit the truck in an operational area and puts the driver and site personnel at risk from collision with plant and equipment.



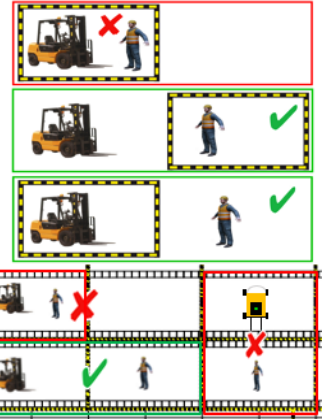
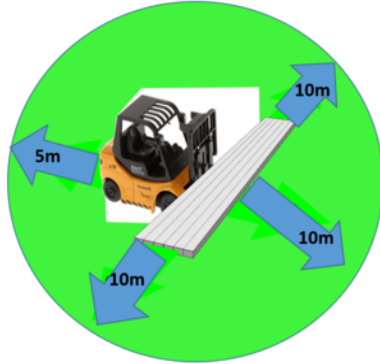
360 WALK AROUND PRE DEPARTURE CHECK



All drivers must complete a 360 degree walk around inspection of their load prior to departure using the chain checker tool.

CRITICAL PROCEDURES ON SITE

MINIMUM EXCLUSION ZONES	MOBILE EQUIPMENT HAZARD ZONES
<ul style="list-style-type: none"> • Always maintain a minimum of 5 metres between yourself and any operating mobile equipment. • Always keep a safe distance from the end of the load as below; ✓ Coil – minimum 5 metres ✓ Beam/RV & RH Boxes/Bases – minimum 10 metres • Always keep yourself and your colleagues out of the line of fire. 	<p>Where mobile equipment hazard zones are in place:</p> <ul style="list-style-type: none"> • They can only be occupied by people or operating mobile equipment, but never both at the same time. • The minimum 5 metre exclusion still applies. • In coil storage areas, forklifts CANNOT pick coils when pedestrians are on the other side of the stack <p><i>Mobile equipment can include forklifts, trucks, loaders, mobile cranes or EWP's.</i></p>



APPROACHING MOBILE EQUIPMENT	LOADING/ UNLOADING ZONES
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To approach mobile equipment or access an exclusion zone (on foot or in a vehicle), ensure the mobile equipment is not operational;

1. Forklifts **green light is on**.
2. Attachments / loads are as low as possible.
3. **Driver has signalled or positive radio communications that it is safe to approach.**
4. **Preferred approach from a front angle to maximise driver visibility. As per the green areas.**

Driver safety zones shall be located a safe distance from the exclusion zone.

- **You must stay outside** a loading mobile equipment hazard zone during loading or unloading, whenever mobile equipment is operational.
- During loading/ unloading - Truck drivers must be positioned in the designated driver safety zones where they are available.
- **CAN'T SEE, CAN'T LOAD**

TRUCK LOADING/UNLOADING INTERACTIONS WITH CRANE

- **CAN'T SEE, CAN'T LOAD**
- **You must stay outside** a loading mobile equipment hazard zone during loading or unloading, whenever a crane is operating in the area.
- During loading/ unloading - Truck drivers must be positioned in the designated driver safety zones where they are available.



DRIVERS ARE TO REMAIN IN THE TRUCK DRIVER SAFE ZONE WHILE FORKLIFTS ARE LOADING/UNLOADING.

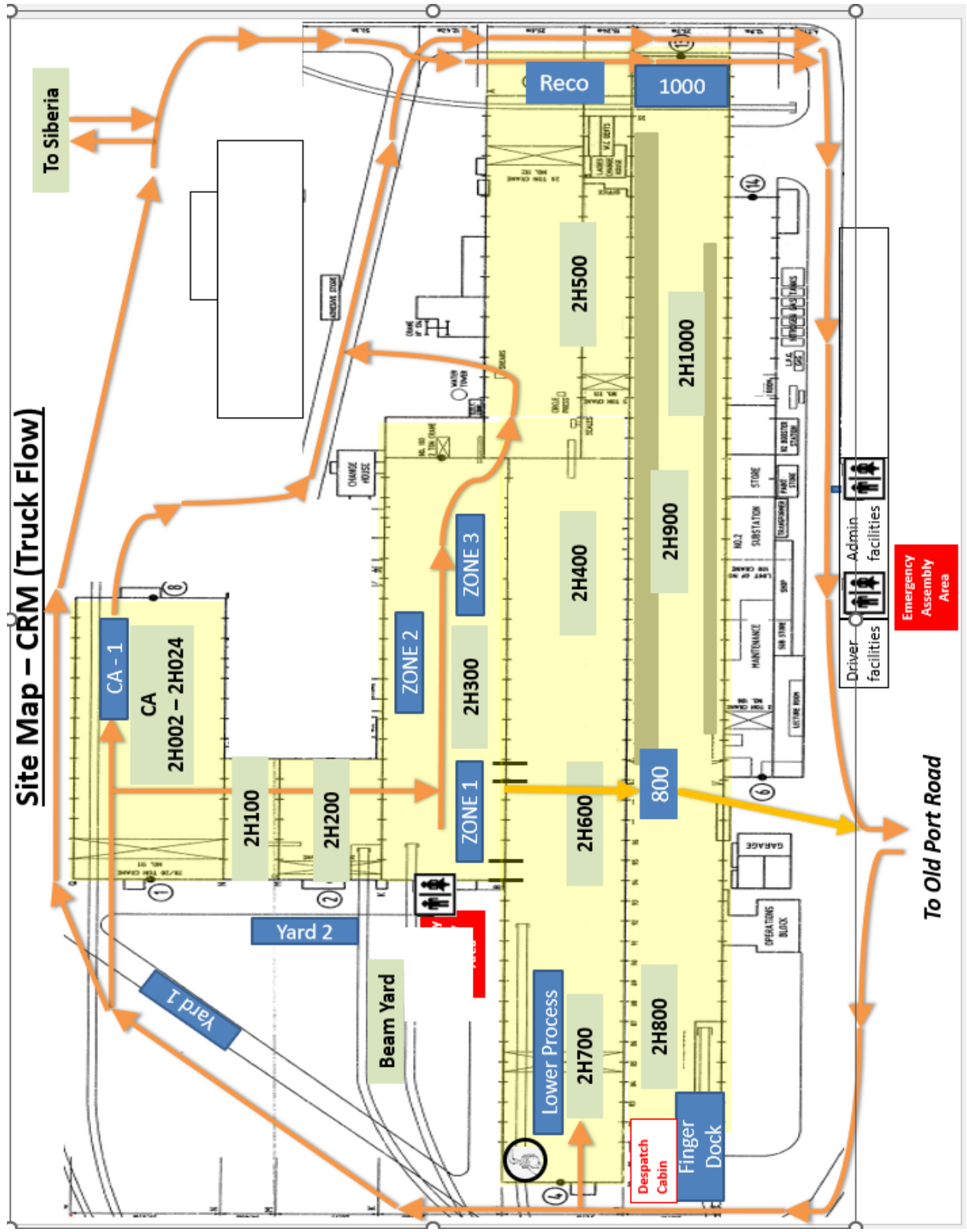
CAN'T SEE CANT LOAD

DRIVERS ARE TO NOTIFY FORKLIFT OPERATORS IF MORE THAN 1 PERSON WILL BE ATTENDING SITE

FORKLIFTS ARE TO USE THE RED LINE AS A 5 METER INDICATOR AND REMAIN ON THE OUTSIDE OF THE LINE WHILE DRIVERS EXIT THE DRIVER SAFETY ZONE TO SET UP THEIR TRAILERS OR CHAIN DOWN LOADS.

5 METER RED LINE IS FOR FORKLIFT OPERATORS ONLY

Site Layout



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