

Site Safety Sheet

Welded Products – Despatch Warehouse

Address

203 Five Islands Dr Unanderra

Contact

02 4272 2547 alternatively 0409 122 004

Opening hours

Site Open Sunday – Friday 1800 – 1800

Pickups/ Drops Times Monday – Friday 0600 – 1800

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

In an emergency, the DEC (Departmental Emergency Controller) will sound alarm. Render what you are doing safe and leave the work area via the nearest safe exit. Make your way to the designated emergency evacuation point located in the plant car park, see plan attached. Do not leave the premises until cleared to do so and do not return to the work area until the all-clear is given.

Nearest Emergency Assembly/Pickup Points

Nearest Assembly Point

– Car park emergency evacuation point see attached map

Nearest Emergency Pickup Point

– Front of plant – See attached map

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Facilities/Amenities



Toilets



Drinking Water



Tea/ Coffee



Microwave



Shower



Smoking

PPE Requirements



Long Sleeve
Shirt Cotton
Drill Clothing



Safety Boots



Safety Hat



Safety Glasses
(Note: no
Tinted lenses
In buildings)



Class 3
Hearing
Protection



Safety Vest



C3 Rated
Gloves



Chin Strap/
Abseiling type
safety hats
(When working
at heights)

Nearby Facilities

Food – [Unanderra]

Site Access

Entry is via Five Islands Rd, Unanderra. Be sure to stop at the rail crossing upon entry. Don't drive thru rail crossing when shunt is in progress, see detail below.

- No vehicle movements allowed when rail cars have entered the red rail line area.
- Rail staff not to wave people or vehicles through rail crossing while rail shunt is in progress along the red rail line area.
- The speed limit on site is 10kph.

All drivers must sign in at Despatch office upon arrival and before leaving site. See attached map.



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Site Access (cont'd)

Loading narrow plate and beam is via overhead crane.

1. Proceed around to the back of the Despatch warehouse and wait outside entry to loading bay.
2. Despatch operator will activate a green light on traffic light, visible on the outside of the loading bay entry.
3. Trucks must not enter the warehouse when the red light is active on the traffic light.
4. Sound horn upon entry and exit to warehouse
5. Drivers must park with their cab in front of the thick yellow line, and present to Despatch office.
6. During loading the driver must remain in the barricaded driver safety zone.
7. To direct the crane operator in placing the load, the driver may use the extendable walkway located next to the loading bay. Drivers must not stand on the trailer during loading. To direct the crane operator from the rear of the trailer, the driver must first seek permission from the crane operator.
8. After loading, driver is to proceed forward in a direct line, watch out for any pedestrians, drive at walking pace, into the "truck chain down" area (see attached map) located directly in front of the loading bay exit. During wet weather, restraint is permitted in warehouse with [prior approval from the crane operator.
9. Do not proceed past the designated loading platform.
10. Driver must restrain load to the relevant guideline before leaving site.
11. Narrow plate must be tarped before leaving site in inclement weather.
12. A loading platform is available adjacent the truck chain down area if needed.

Loading billet is via forklift. Loading occurs outside the rear of the warehouse loading bay entry.

1. Drivers must position their truck facing East-West outside the loading bay entry. The Despatch operator and or Forklift driver will flag off the area to prevent interactions.
2. During loading the driver must remain in full view of the forklift operator.
3. Driver must restrain load to the relevant guideline before moving.

Safety Requirements

- Be aware of mobile equipment operating on site and pedestrians.
- Give way to mobile equipment at all times, including:
 - forklift, when loading outside and when operating within buildings.
 - overhead crane, when loading inside.
 - other trucks, upon entry and exit to loading bay.
- Watch for trains on entry to plant, be sure to stop at rail crossing upon entry and exit to site. **Don't drive thru rail crossing when shunt is in progress, as per site access detail.**
- When working at heights, or on a platform please take care.
- If there is need to work on the back of a truck an abseiling safety helmet should be worn
- Use the stepladders provided to access trailers or utilise the loading platform with safety harness.
- Yellow hearing protection (ear plugs or yellow ear muffs) must be worn inside the building.

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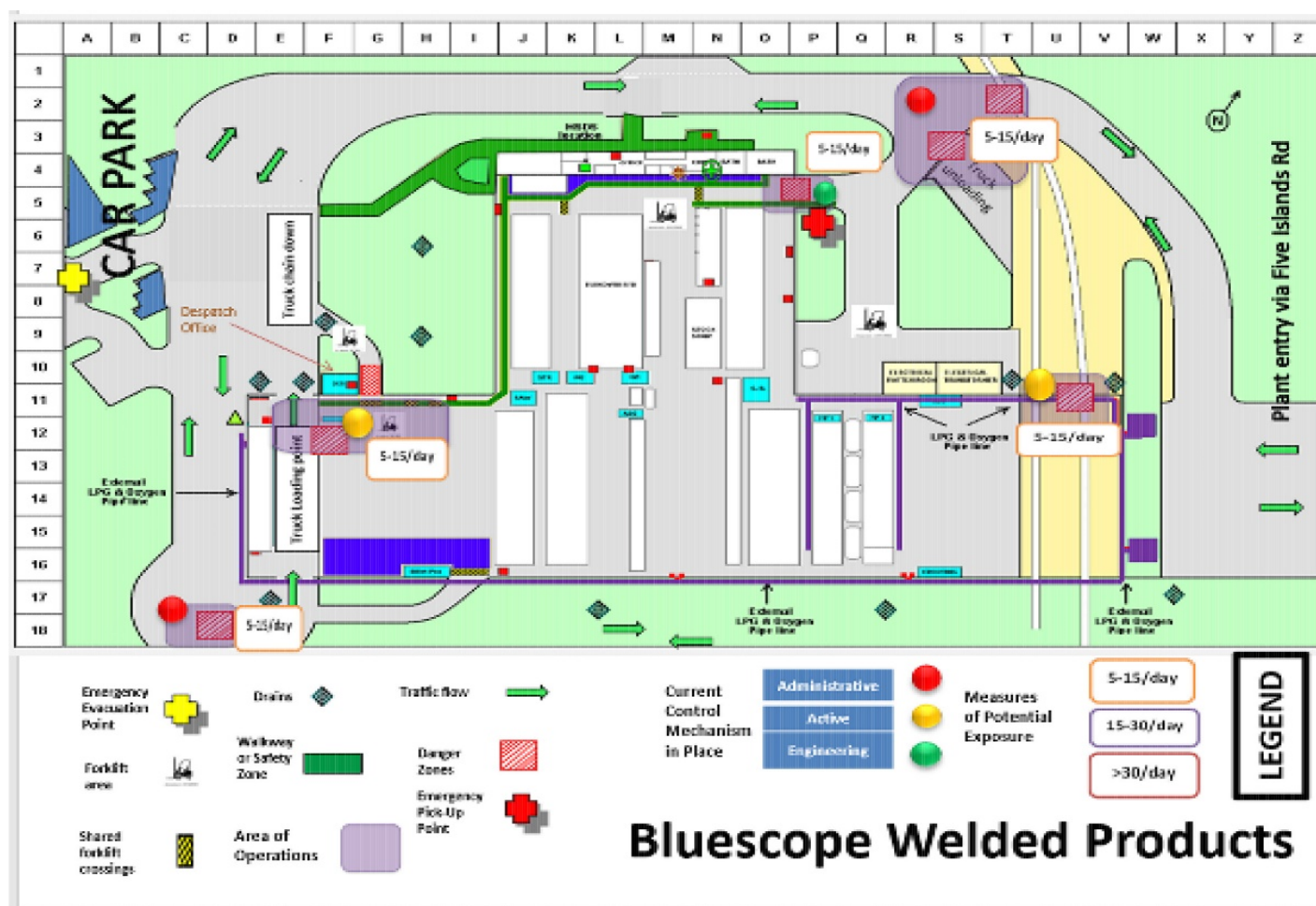
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360 WALK AROUND PRE DEPARTURE CHECK
All drivers must complete a 360 degree walk around inspection of their load prior to departure using the chain checker tool.



Site Layout



When updating this document please update new versions to SteelDrive and the Carrier Load Restraint Portal. Controlled Document on the day of Print: 2/09/2022.
Revision Date Revised: 25/05/2021