Customer Pick Up Guidelines - Vehicles Less Than 4.5 GVM

This guideline applies to the requirements for dispatching Nubco products on customer vehicles. This document refers to:

1.0 Customer Safety at Nubco sites
2.0 Application of Chain of Responsibility to Nubco customer pickups
3.0 Weight and Load Requirements
4.0 Load Dimension Requirements
5.0 Load Restraint Requirements
6.0 Loading/Unloading Areas

Definitions

Light Vehicle: A light vehicle is any car, ute, van, truck or trailer (including a combination, i.e. a ute and trailer) that has a gross vehicle mass up to 4.5 tonnes.

Load Restraint Guide: NTC Load Restraint Guide for Light Vehicles 2018

1.0 Customer Safety at Nubco Sites

1.1 Where it is deemed necessary, Nubco may require a customer to wear Personal Protective Equipment (PPE) while they are on site. Equipment will be made available while on site and it must be returned before leaving the site.

1.2 Customers must:

1.2.1 Take direction from Nubco employees.
1.2.2 Stay in a designated safe area at all times.
1.2.3 Adhere to loading exclusion zones at all times.
1.2.4 Observe site speed limits and traffic signs.

1.3 ***Nubco has the final say***. It is unacceptable that a person be injured, or property damaged because of a vehicle being overloaded, loads overhanging inappropriately, or loads restrained inappropriately. Alternate arrangements for delivery will be made if the vehicle or equipment is inappropriate for the load. (Charges Applicable)

2.0 Chain of Responsibility

2.1 Nubco is committed to the safe transport of goods. This extends to the transport of products dispatched on customer vehicles.

2.2 To maintain safety for transport of goods, Nubco applies the key principles of Chain of Responsibility:
Any party in the chain who has the capacity to influence and control the transport activity is responsible for the safety of transport activities (section 26C of the HVNL). The level and nature of the party's responsibility for a transport activity depends on their capacity to control, eliminate or minimise the risk (section 26A of the HVNL).

2.3 Nubco has the following Chain of Responsibility requirements for customer pickups:

2.3.1 Customer (Consignor/Transporter) key responsibilities may include ensuring that:

2.3.1.1 Loads do not exceed vehicle mass or dimension limits.
2.3.1.2 Goods carried are appropriately secured.

2.3.2 Loader key responsibilities may include ensuring that:
2.3.2.1 Loads do not exceed vehicle mass or dimension limits
2.3.2.2 Goods carried are appropriately secured.
2.3.2.3 Provide reliable weight information to customers/drivers.

3.0 Weight and Load Requirements

3.1 Carrying long and/or heavy loads on a vehicle not designed for such a purpose can be dangerous and in breach of the law. **Vehicles considered inappropriate will not be loaded.**

3.2 Vehicles are not to be overloaded and this includes roof racks.

3.3 Nubco will not load above the following limits without written verification that both the roof rack and the vehicle roof is capable of higher loads (including the load already on the vehicle):

3.3.1 Car/Sports Racks 40kg.
3.3.2 Trade Racks 100 kg.

3.4 Written verification of acceptable higher weights includes:

3.4.1 The load sticker on the roof racks.
3.4.2 Information in the vehicle handbook.
3.4.3 Paperwork received with the roof racks.
3.4.4 Information from the supplier's website.
3.4.5 Engineering certificate.

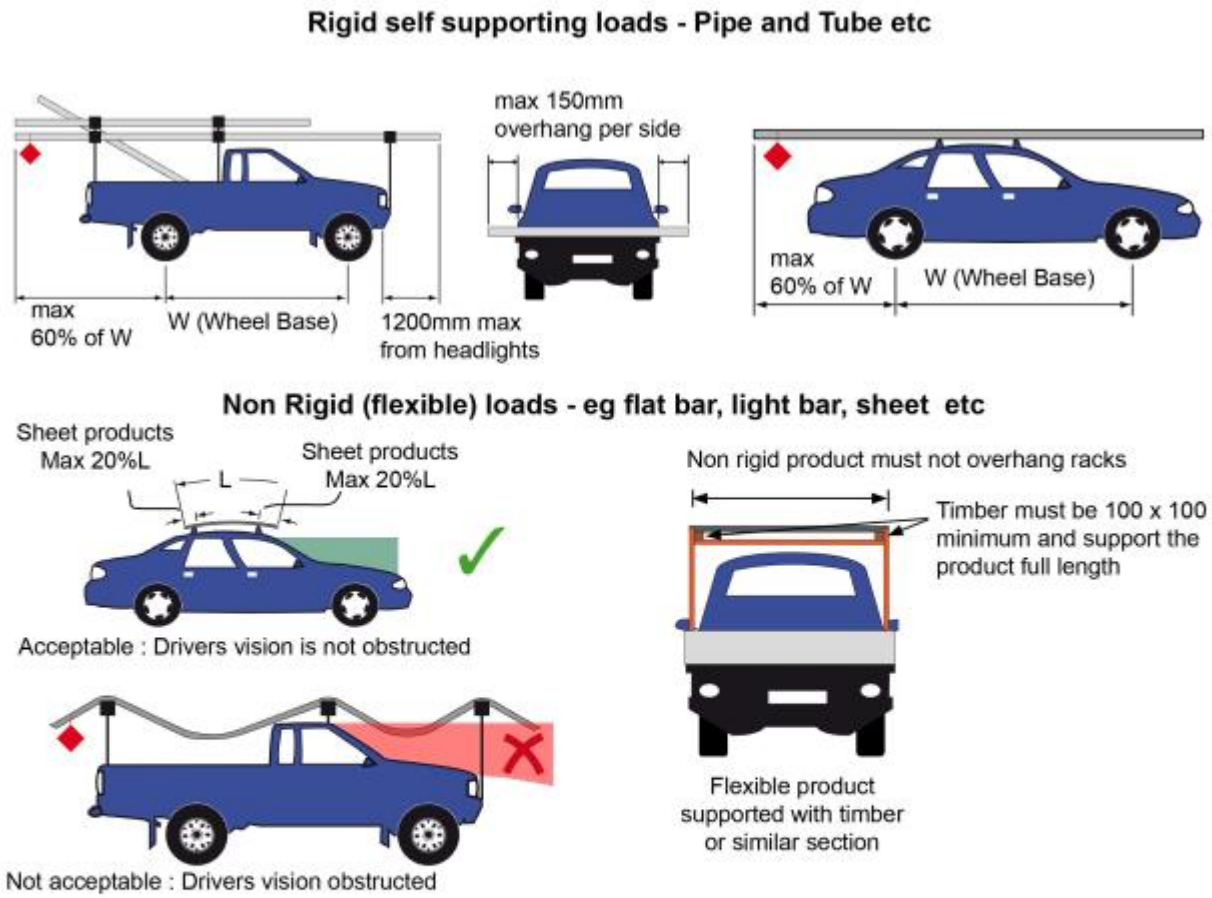
4.0 Load Dimension Requirements

4.1 Light Trucks

4.1.1 Driver's vision must not be obstructed by product loaded on overhead racks.
4.1.2 All projecting loads must be fitted with red or red/yellow (combo flag) 300mm x 300mm or larger.
4.1.3 Maximum front and rear overhang are 1200mm or 60% of the wheelbase, the lesser of the two.
4.1.4 Maximum 20% front and rear overhand for sheet product loaded on racks.
4.1.5 Maintain load masses below manufactures cargo rating.
4.1.6 Weight limits shown in the diagram are for full width products (mesh or flat product).
4.1.7 Maximum height of any rack is 1.8m above the tray.

4.2 Sedans and Utility Vehicles

4.2.1 Driver's vision must not be obstructed by product loaded on overhead racks.
4.2.2 All projecting loads must be fitted with a red flag 300mm x 300mm or larger.
4.2.3 Maximum front and rear overhang are 1200mm or 60% of wheelbase, the lesser of the two.
4.2.4 Maximum 20% front and rear overhang for sheet product loaded on racks.



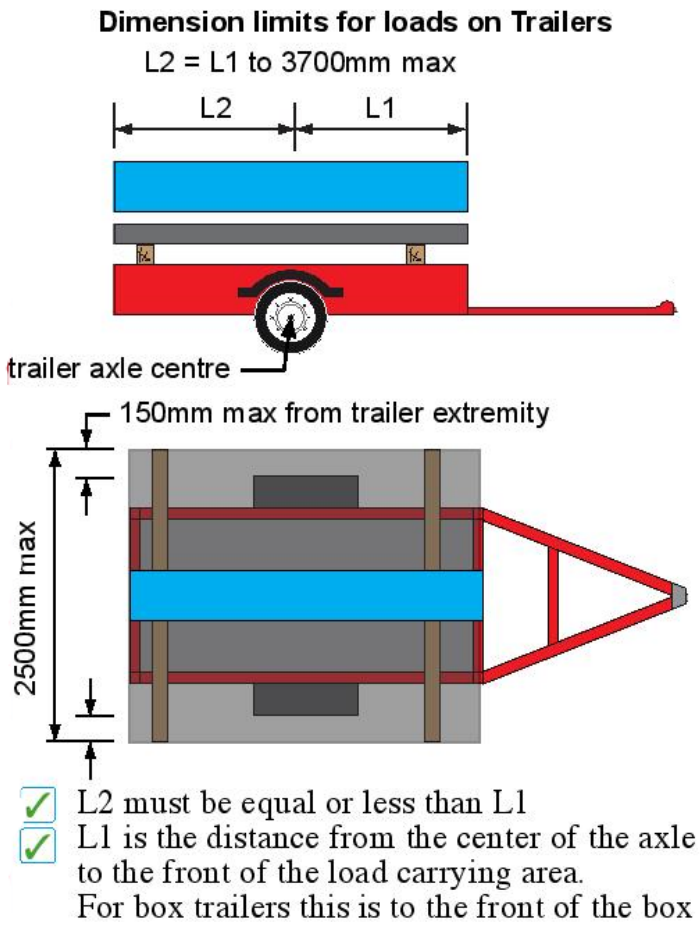
4.3 Requirements for Trailers

4.3.1 Product must be supported to prevent flex or more than 100mm.

4.3.2 Maximum width of load is 2500mm.

4.3.3 Maximum side overhang is 150mm each side.

4.3.4 Product placement should provide some weight (approx. 10% of load) on the tow ball.



5.0 Load Restraint Requirements

5.1 A person must not use, or cause or permit the use of, a light vehicle or light combination on which the load is not placed, secured or restrained in accordance with the performance standards recommended in respect of that load in the Load Restraint Guide. *(Vehicle and Traffic (Vehicle Operations) Regulations 2014, Part 4, Division 1, 24)*

5.2 A person must not use, or cause or permit the use of, a light vehicle or light combination on which the load is not safely and securely fastened so as to prevent:

5.2.1 the load, or any part of it, falling from the vehicle or combination; and

5.2.2 any unnecessary movement of the load in relation to the vehicle or combination; and

5.2.3 the load flapping or swaying so as to cause, or be likely to cause, danger to any person or property. *(Vehicle and Traffic (Vehicle Operations) Regulations 2014, Part 4, Division 1, 25)*

5.3 Minimum 1 restraint per 1.5m of product length.

5.4 All product longer than 1m must have a minimum of 2 lashings.

5.5 Use belly wrap or choke lashings for round objects, any bundles, for objects with low lashing angles, or for multiple packs (more than 2) next to each other.

5.6 All products that are loaded with an incline must be lashed, preferably belly wrapped.

5.7 Any product loaded into a passenger compartment must be placed on the floor and be unable to slide.

5.8 Steel-on-steel contact is not preferred. Product should be placed on surfaces such as timber or rubber.

5.9 Cargo nets can be used to cover over trailers and utes.

MASS LIMITS PER RESTRAINT

Lashing angle to horizontal	50mm webbing strap and ratchet	35mm webbing strap and ratchet	25mm ratchet webbing	25mm hand tightened webbing	8mm synthetic rope with single hitch
30-45 degrees	380 kg **	320 kg **	120 kg **	60 kg	60 kg
45-60 degrees	540 kg **	455 kg **	180 kg **	90 kg	90 kg
60-90 degrees	660 kg **	550 kg **	220 kg **	100 kg	100 kg

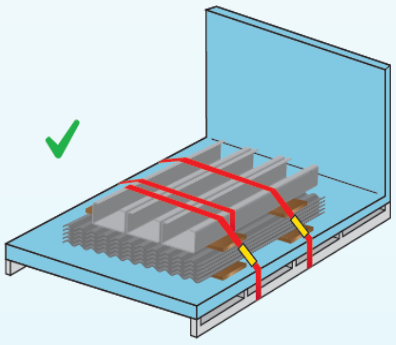
Check rack capacity before applying the limits shown above.

5.10 Items not restrained by lashings

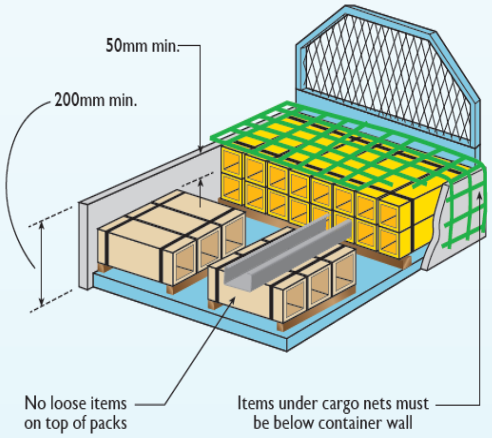
5.10.1 Items must be contained so that the bottom of the pack is at least 200mm from the top of the container and the top of the pack is at least 50mm below the top of the container.

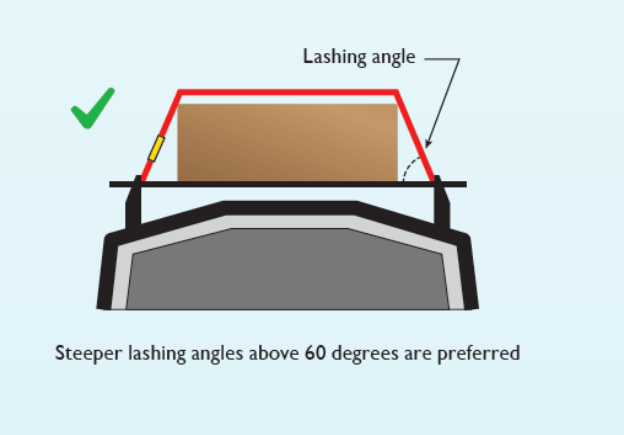
5.10.2 Items must be blocked in a way that will not allow the load to pierce the container.

5.10.3 Items must not be prone to movement, no loose items to be stacked on top of packs, no items placed under cargo nets must not extend above the top of the container.



Bellywrap all long product where possible





5.11 Restraint of Reinforcing Products

5.11.1 Mesh products must be secured with lashings – locking pins are also recommended.

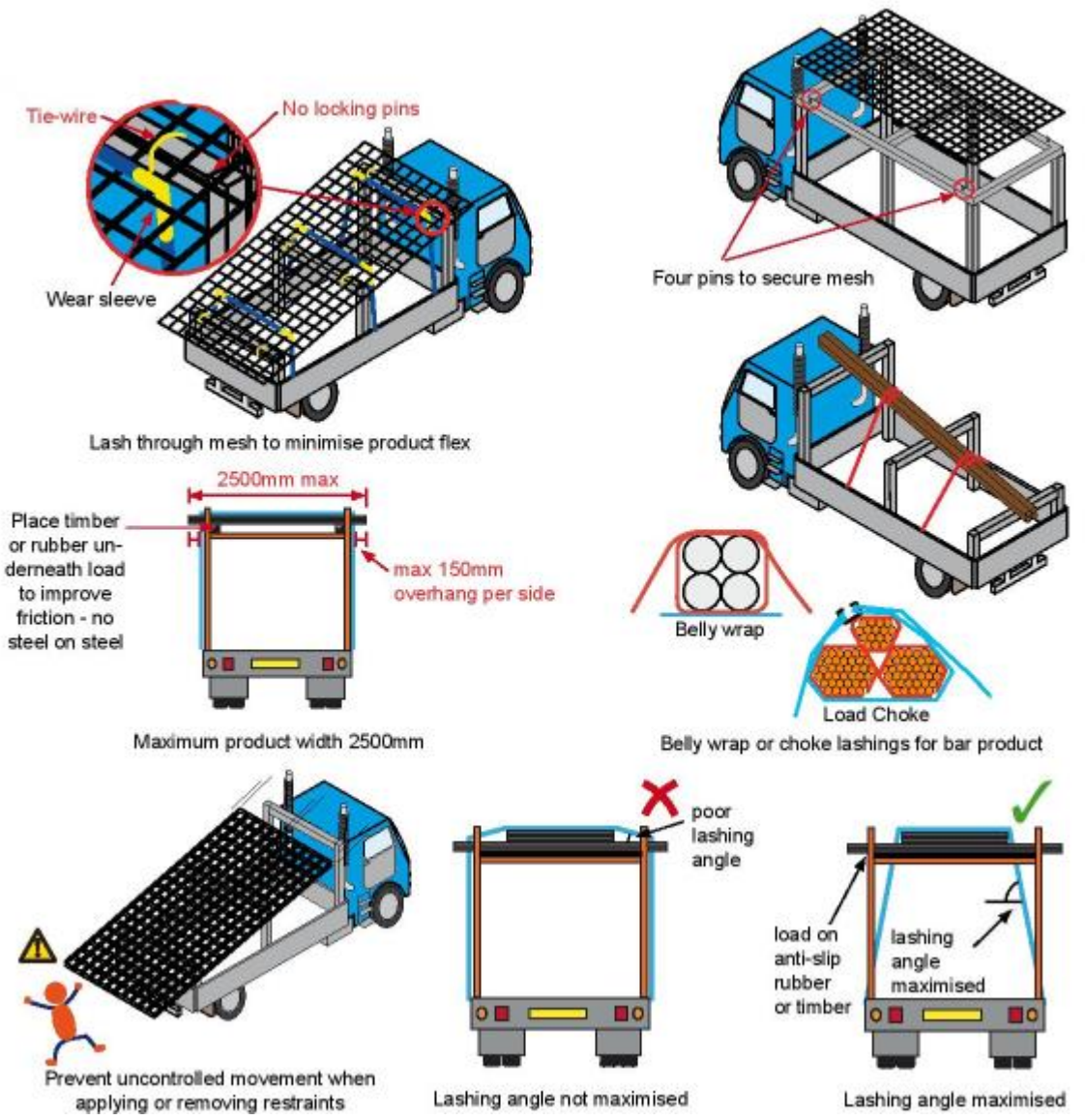
5.11.2 Product loaded on inclined racks exceeding 15% slope must be tied to the vehicle (tie-wire) to prevent uncontrolled movement during loading/unloading and restrained using the required number of lashings.

5.11.3 Maximum of 250kg product statically restrained to the vehicle per group of four tie-wire loops (min. 3.15mm diam., 300MPa tens. strength, two wires per loop).

5.11.4 For non-full width stacked product, thread the lashings through the mesh near product to maximise lashing angle.

5.11.5 Thread lashing through the mesh to prevent product flex.

5.11.6 Belly wrap or choke lashings for bar product.



5.11.7 Stacked packs of mesh product and bent starter bar stacked on mesh can be consolidated using tie-wire.

5.11.8 Maximum 100kg consolidated product per pair of tie-wire loops (min. 3.15mm., 300MPa tens. strength tie-wire, tow wires per tie loop).

5.11.9 Tie-wire is unsuitable for load restraint and must only be used for unitising.
Restrain unitised loads with lashings as (minimum of two lashings per unitised item).

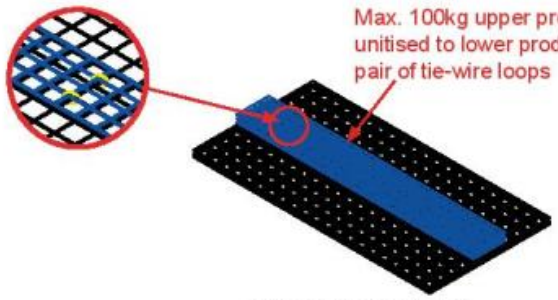
5.11.10 Apply a minimum of four tie-wires per pair of stacked packs.

5.11.11 Straight bar product unitised to mesh product on racking must be load choked, belly wrapped and cross lashed.

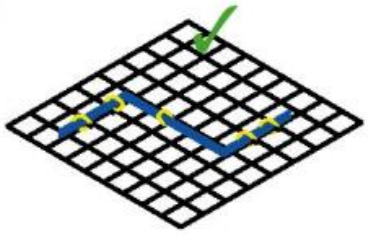
5.11.12 Apply a minimum of two belly wraps/cross lashings and one tie down per unitised load.

5.11.13 For load choking, a 50mm webbing strap with ratchet tensioner is preferred

5.11.14 Do not exceed mass limits.

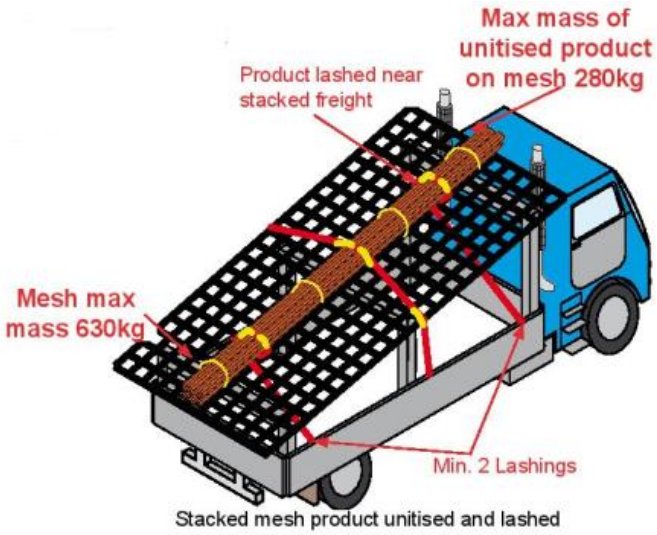


Unitised mesh product



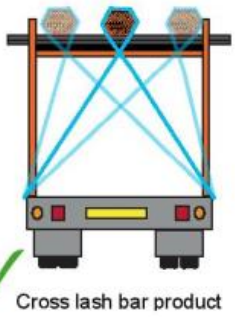
Bent starter bar consolidated to mesh product

Minimum 50mm Webbing Strap

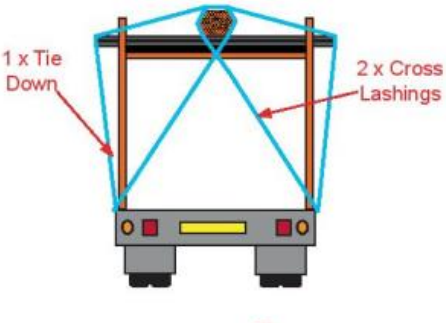


Stacked mesh product unitised and lashed

Load choke bar product



Cross lash bar product



6.0 Loading and Unloading Zone

6.1 All loads must be loaded in a suitable area designated for the task.

6.2 Customers may only access the loading area once the loading is complete or as advised by a Nubco employee.

6.3 Customers must remain in the designated safe location as directed by Nubco employees.

6.4 Customers cannot stay in their vehicle during the loading/unloading process.

6.5 Customers must not get onto the truck tray at anytime during the loading/unloading process.