



SITE ACCESS REQUIREMENTS FOR DRIVERS

A. **Paper work required for site access:**

The driver must provide documentation showing:

- Place to load/unload
- Product name and code if required
- Order number

After instruction on the "safe practices on the site", the following documents are issued:

- Internal order for loading/unloading
- Permit for site access

B. **Legislation checks:**

- Most checks are ADR checks or checks to domestic traffic regulations
- Drivers' identification papers may be requested

C. **Personal Protective Equipment (PPE), to be provided by driver**

Following PPE should be available and must be worn if indicated:

Minimum package:

- Clothing: Arms + legs + body covered
- Safety shoes
- Safety helmet
- Safety glasses with side protection or chemical goggles
- Gloves, fit for purpose

Additional package:

- All PPE mentioned in the transport emergency card (Tremcard) is mandatory
- All PPE supplied by the relevant company must be used
- Other PPE can be made mandatory by contract

D. **Physical fitness of driver:**

Absolutely no loading/unloading will take place if it is apparent that the driver is:

- Under the influence of alcohol, medicine or drugs
- Noticeably fatigued

E. **Codes for safe and responsible behaviour:**

Obligations:

- Follow instructions of company personnel
- Respect the site procedures and warning signs
- Request permission prior to entering plants and prior to conducting activities
- Respect maximum speed limits
- Respect traffic signs
- Follow indicated routes
- Park only where allowed and switch of the engine
- Respect "ENGINE STOP" signs during gas or fire alarms
- All communication tools, except GPS must be switched off (GSM, 27MC, radio etc.)
- Keep the working area clean and accessible

Prohibitions:

- Possession or use of alcohol, drugs or weapons
- Criminal activities, such as theft
- Smoking on site, unless where specifically permitted
- Use of camera's, video's etc.
- Unauthorised passengers or animals

