



2.04A HOL - Safe Site Delivery - Holcim

The purpose of this document is to assist and support customers in preparing a safe site for Holcim personnel whilst personnel deliver products and services.

Holcim is committed to providing a safe working environment for all Holcim employees, contractors and contractor's employees, along with ensuring the safety of customers, visitors and the public.

Holcim expects that the owner or principal contractor of the delivery site provides a safe working environment. Physical violence, bullying or harassment towards Holcim personnel will not be tolerated. Issues and conditions that assist in creating a safe working environment include:

The following are required on site for a safe working environment:

Safe site access and traffic control

- A safe and legal entry to the site.
- A spotter (Traffic Controller) to assist in conditions involving reversing in low light, low clearance, obstacles, tight access and vehicle traffic, especially where these are used by pedestrians.
- Traffic control is performed by authorised traffic control personnel only, with the use of appropriate barricades, cones and signs.
- A safe route to the unloading point (including adequate signage).
- A stable ground surface – uncompacted fill can present a rollover/ tip over hazard. Rain on a clay surface can create hazardous (slippery) conditions.
- A delivery point clear of any building materials or debris.
- A safe exit from the site.
- In cases of road side delivery, a safe area that enables vehicles to pull off the road in a manner that does not breach traffic regulations.
- An area to remove vehicle covers.
- Adequate clearances for vehicles from powerlines.
- Ensure powerlines that could be hazardous are signed or marked.
- No overhanging structures, including trees.

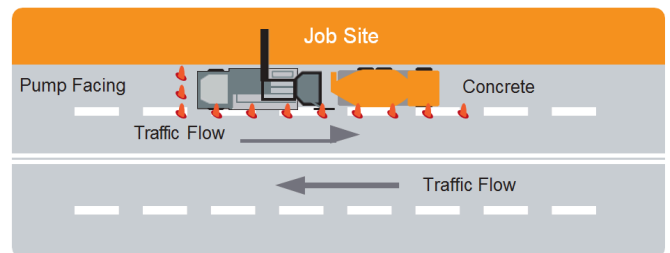
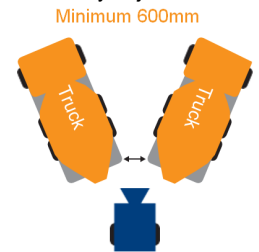
Environment

- Safe, level and contained areas for concrete truck wash down.
- Pre-arranged delivery times to prevent noise nuisance to neighbours of the site.
- Appropriate environmental controls at road side delivery points (e.g. prevention of concrete products washing into waterways).
- Appropriate controls to prevent trucks taking mud from sites onto surrounding roads.

Concrete pumps and kibbles

- All safety features fitted and used on Concrete Pumps, including grates in place, earth straps used, safety chains on discharge elbow, etc. (Note: there is a Code of Practice available for Concrete Pumps in Victoria, NSW and Queensland; the Australian Standard AS1418.15 Cranes [including hoists and winches] - Part 15 Concrete Placing Equipment should also be used as reference).
- Pump and hose fittings are in good condition. Pins are in all clamps, grates fitted and down over the pump hopper.
- All safety features are fitted and used on kibbles.

- Kibbles and other loads should not be suspended above persons (and vehicles where practicable).
- Persons working above delivery location in buildings or EWP's should control risk of dropping tools or equipment
- Only Holcim personnel are permitted to climb on Holcim trucks or operate controls.
- A spotter to assist in reversing onto a pump or kibble.
- Where two trucks are required, adequate space (600mm minimum) between the trucks and other stationary objects.
- Maintain a full pump to avoid blow back.
- The pump hopper should be at a height that allows gravity flow of concrete into the hopper. It is requested that the pump is set up on site so that concrete trucks do not have to breach traffic regulations to reverse up to the hopper. A safe set-up is shown below.



Tipping loads (Aggregates)

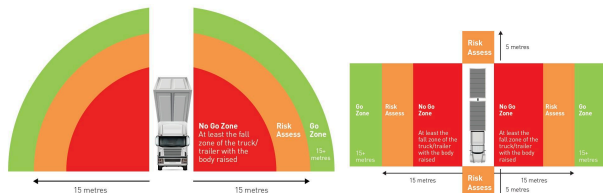
- The area where loads are tipping needs to be on solid ground and should avoid any cross fall.
- Tipping areas should avoid the need for trucks to be tipping facing down slopes.
- Tipping needs to be completed with adequate clearance from trees/ powerlines, etc.
- Always ensure other trucks, people, vehicles or mobile equipment are outside the fall zone while tipping. (see Aggregate Truck Tipping Exclusion Zones for exclusion zone definition).
- Only Holcim authorised personnel can operate the truck (e.g. tailgate levers, cover winders etc.).
- Spreading/ running out loads will only occur at the discretion of Holcim personnel and if safe (e.g. on even ground, if the type of material flows safely, and if there is adequate clearance from trees/ powerlines etc.).

Aggregate truck tipping exclusion zones

- All other trucks tipping, people, light vehicles or mobile equipment must be outside the truck tipping exclusion zones whilst a truck is tipping.
- The Tipper Unloading Exclusion Zones is 15 metres to the side, 5 metres to the rear and 5 metres in front of the truck. If this is not feasible, complete a risk assessment that achieves a reduced, but still safe Exclusion Zone.

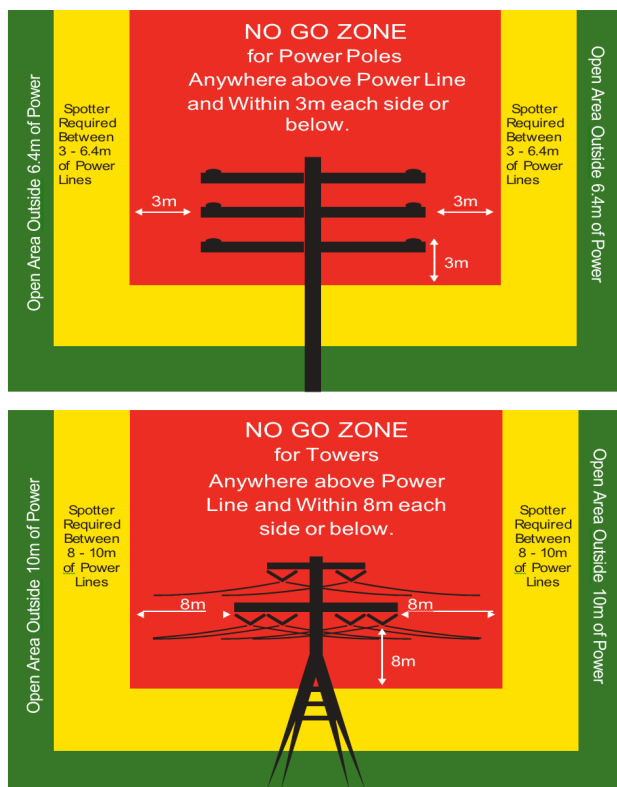
Cement delivery vehicle

- Drivers must not leave the tanker unattended when discharging. The driver must actively observe the discharge in close proximity to the pressure gauge/ control valve side of the trailer at all times so that they can respond to any development (e.g. alarm activation/ failure of plant including hose and fittings) immediately.
- Where required the driver should set up safe driver exclusion zones particularly where traffic is heavy around the delivery area (collapsible cones available on board).
- The correct silo should be confirmed with the customer site office before connection and discharging begins.
- Drivers must always test the silo level alarm system before commencing discharge.



Electricity

The following clearances must be maintained from live overhead powerlines/ conductors.



Additions to load (colour, silica fume, etc.)

- If bagged products (e.g. colour, silica fume, etc.) are required to be added to a load - only full bags of the dissolvable type can be used.
- No bagged or liquid products are to be added to a load on a customer site unless an adequate stand approved by Holcim personnel is provided for access to the loading hopper. Selected Holcim sites have stands to allow safe addition of bagged and other products.
- Customers are not allowed to add water to Holcim trucks on site. Holcim drivers are not permitted to add water beyond that required to provide designed slump.

General

- Drivers must maintain the Holcim Personal Protective Equipment (PPE) rules when on customer sites.
- No additional chutes can be added to Holcim trucks (only those supplied on the truck - i.e. no 5th chute).
- Trucks manoeuvring on site with extended chutes must be assisted by a spotter.
- Customers, contractors and subcontractors must not climb on the agitator, use the agitator ladder or operate the controls.
- Excavations/ holes must be clearly marked.
- Safe areas for testing and overnight storage of test specimens must be provided.
- A list of any hazardous substances that drivers/ staff may come in contact with must be provided to Holcim.
- Holcim must be advised with sufficient notice of any changes to site access and delivery areas.
- Clear instructions must be given as to any other requirements on the site.

Product safety information

Information including Safety Data Sheets (SDS), can be obtained from your local office at www.holcim.com.au or by contacting your Sales representative.

Customers need to ensure that all personnel who will handle Holcim products are aware of product information and SDS.

Safe work practices and equipment

Report any complaints, unsafe work practices or equipment to your Sales representative.

Safe site checklist

Items	Requirements
Traffic	Safe access and exit on and off the site.
Traffic	Clear access for pedestrians/ workers.
Traffic	When delivering from the road side, traffic control cones and signs supplied by customers.
Traffic / Reversing	Spotter required when reversing in high traffic areas (vehicles/ pedestrians), dark or low clearance areas.
Traffic / Pump	Spotter required when reversing to pump.
Concrete Pump	The pump has a secure safety grate and is parked safely.
Plant / Truck	Only Holcim drivers operate trucks and mechanisms.
On Site	Delivery area clear of debris (e.g. slip/trip hazards, sharp objects).
On Site	Adequate lighting for night work.
Overhead	Adequate distance from powerlines for mixer truck and concrete pump boom (see No Go Zones).
Overhead	Concrete pump earth safety strap in place when working near powerlines.
Overhead	Potentially hazardous powerlines highlighted with signage, tiger tails, etc.
Landfill	Stable ground for delivery.
Landfill	Site topography allows easy access (e.g. not too steep, or narrow).
Holes & Trenches	Holes, trenches and pits clearly marked.
Environment	Level wash-out area available.