

**NORBORD SOUTH MOLTON  
PERMISSION FOR LORRIES TO UNLOAD**

**WARNING TO ALL DRIVERS**

1. All Drivers to wear site required PPE: Hi Viz top, Safety footwear, Safety glasses, Hard hat & visor
2. The sheeting and desheeting of loads must be completed at the gantry provided for this task. If the load has to be accessed, then the harness provided must be worn. Failure to follow this procedure or an equivalent safe working method (e.g. use of fixed vehicle gantries) will potentially mean the driver and haulier will be banned from site.
3. Drivers remain responsible for the safe unloading of their lorry whilst on site.
4. Drivers must comply with the safety instructions and procedures of the site.
5. This form must be signed and dated by the Log Park Operator or Supervisor before unloading can start.
6. The Driver must remain with his vehicle at all times.
7. In the event of an emergency, when he does have to leave the immediate vicinity of his vehicle, he must report to the Yardman.
8. No lorries to be driven with the body of the trailer in the raised or semi raised position.
9. Norbord reserve the right to suspend the unloading of lorries at any time.
10. DRIVERS OF TAUTLINERS ETC – It is Norbord's policy to tow out vehicles from the chip pile with a chain/strop. Therefore you must have a useable front towing eye on the front of your lorry.
11. It is the drivers responsibility to clean off his vehicle before leaving the Logpark, including the wheel arches and trailer underbodies. This is in order to prevent potential nuisance to Norbord neighbours.

**Mark A or B  
(recycled  
supplier's list)**

**Mark C if FSC certified**

**All drivers to complete Section 1**

**Drivers of Crane Lorries to complete Section 2**

**Drivers of Tipper/Tautliners/Walking floor Lorries to complete Section 3 as appropriate**

**Section 1**

Haulier \_\_\_\_\_ Supplier \_\_\_\_\_ Vehicle Reg. Number \_\_\_\_\_

I HAVE READ AND UNDERSTOOD THE ABOVE SAFETY INFORMATION

Driver's Signature \_\_\_\_\_

<b>Section 2</b>							
WOO1	Spruce		WOO4	Random roundwood		5RUH	Hacker
WOO2	Mixed softwood		WOO7	Slabwood		5RSTK	Roundwood Stock
WOO3	Hardwood		5RUF	Flaker		5RFSC	Roundwood FSC Stock

**Section 3**

**TIPPER LORRIES**

No personnel shall be within 30 ft of a lorry when a lorry is tipped. The lorry must be stationary and on level ground when tipped

The driver must ensure that the chips are flowing from the back of the lorry before the ram is extended.

**Tipplers /Tautliners Walking floors – see note overleaf**

This material has been identified as

WOO5	Unpeeled chips		WO10	Wet Shavings		WO14	Recycled chips
WOO6	Peeled chips		WO11	Dry Shavings		WO15	Wood offcuts
WOO8	Wet Sawdust		WO12	Butt reduced chips		WO20	Recycled chipboard
WOO9	Dry sawdust		WO13	Post Plant chips		WO67	Chipboard laminate

The material checked:- Smell Visual Contamination Green/yellow/brown Dye

I authorise the driver to offload and confirm that the above conditions have been met

Date: \_\_\_\_\_ Signed: \_\_\_\_\_

Logpark Operator/Supervisor

**Completed forms must be returned to the weighbridge before leaving site**

**This form meets the requirements of Norbord Safety Manual Section 2.4**

**Failure to observe these procedures may result in action being taken against the Haulier and Supplier**

### **Procedure for Tipping Woodchips / Sawdust in Curtain Side Trailers**

1. Stop at the sign and wait with your vehicle. (Remember to wear your high visibility vest, safety footwear, safety glasses and hard hat with visor)
2. Once allocated a space, park about 3 feet away from face of chip pile.
3. Open the inside curtain fully and pull fully to the front.
4. You should now release all the side bars on the inside of the trailer. (May not suit all types of material – discuss with Log Yard Operator)
5. Now open back doors fully.
6. Now open the outside curtain fully and also pull it right to the front.
7. Now release all the side bards on the outside of the trailer. NB If equipped with a 'centre bar' trailer advise the Log Park Operator.
8. Once you have completed all the above, report to Log Yard Operator that you are ready to tip. At this time you must tell the operator if there are any objects on the trailer apart from woodchips / sawdust (eg pallets, etc)
9. Remember, if you are not sure what to do, the Operator is there to help you.
10. You must remember also, you are in a very busy area. Watch out for all moving vehicles on this site – you may have seen him but has he seen you?

This instruction is written for the assistance of new drivers to the site. Experienced operators should interpret the above to suit the load they are carrying.

PLEASE NOTE: The driver remains responsible for his vehicle at all times.