

All visitors must agree to these rules prior to being allowed on site. Failure to comply may result in removal from site and future suspension. Our yard / warehouse is a Customs bonded, MPI , RMP and RACA certified site. These create various controls that we must follow, including restricting access to our site.

Due to the nature of our site and the varied nature of goods we receive, our site is constantly changing, so stay alert , be in a safe zone and follow all instructions and signage.

All visitors to the warehouse must:

- Wear PPE - Hi viz jackets and safety boots or covered shoes.
- Stay in a safe zone. Make eye contact with all forklift operators and truck drivers. Avoid all machinery. Stay 3m away
- Not approach or stand near an operating forklift or vehicle. Wait until park brake is on and power turned off.
- Listen and follow all instructions given by Jenners employees
- Be accompanied by an employee to enter the warehouse.



- Verbal or physical abuse will not be tolerated

- Not operate any Jenners equipment
- Only use a mobile phone or similar device in an approved area
- Follow the covid level rules and do not come to site if unwell or any symptoms. Must QR code sign in
- Not have items that could cause distraction - eg hoodies, animals
- Not be under the influence of drugs or alcohol. No smoking site
- Advise if any passengers or animals are in the vehicle.

We will not accept

- * Hazardous goods that are toxic or eco toxic ie marine pollutants
- * Liquids in packages greater than 205lt (old 44 gallon drum)
- * Powders or liquids on pallets loaded chinese style

**Multiple hazards exist
Stay aware and do not approach moving vehicles**

Accident and Incident Reporting

Any accident, near hits, hazard, spill/discharges or incident, no matter how small must be reported and recorded by a Jenners employee.

Emergency - Fire Alarm

In the event of an evacuation - signalled by siren or by verbal instruction, please move to the evacuation point which is at the Jenners sign on the lawn at the front of our building.

Environment

Protect our stormwater - The only thing down the drain is rain.

There are multiple spill kits and first aid kits available. Ask for assistance.

Be on the watch for bugs, insects and animals report to the team if you see something unusual



Container swinglift

Stay at least 3m from cab/rear of truck. Do not transit down driveway whilst swinglift is operating. Keep driveway clear at all times.

Driver must follow manufacturers instructions

Key Site Hazards

Moving Machinery - avoid operating vehicles, make eye contact

Manual Handling - lift correctly, use two to lift or forklift if required, watch for twisting

Falling - Cargo moved during transport or not well stacked

Loading / unloading procedure

Follow any instructions of Jenners employee's

Loading must occur below the gates not in the carpark

Safely park vehicle

Approach the window and await for assistance (do not enter the w/house)

Keep clear of moving vehicles by at least 2m

When asked to do so, return to your vehicle for loading and remain clear of forklift and cargo. Remain aware of other vehicles operating in the area.

You should not be standing on your truck during loading

Ensure your load is secure prior to departure

Any questions, please speak to Jenners employees or Katrina on 021 688 695