



Road Haulage

Code of Practice

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INTRODUCTION

This Code of Practice has been developed to assist transporters to comply with the hygiene and traceability requirements for grain moved by Road for the CBH Group within the CBH network.

CBH carries responsibility to handle and deliver product that meets industry Quality and Food/Feed Safety specifications. The traceability of product from point of loading to discharge is an integral part of meeting these Quality and Food/Feed Safety standards at all stages of the Grain Supply and Logistics Chain.

Within this document you will find the compliance guidelines required by the CBH Group for Road Haulage of Bulk Products.

The list of bulk product that this Code will apply to is not exhaustive but includes: -

- All crops, e.g. cereal grain, pulses and oilseeds
- Animal feed materials, ingredients, feed additives.
- Any other bulk materials agreed to by parties.

The Road Haulage Bulk Product – Code of Practice, is an element of all Road Transport Service Agreements between the CBH Group and contracted parties.

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1. GENERAL OVERVIEW

As part of your transport contract with CBH, you are required to comply with the Road Haulage Bulk Product - Code of Practice (CoP).

As a best practice the following key points will be observed. All Road Transport Combinations provided by the Transport Company for the transport of Bulk Product will be:

- Product leak proof, to address the issue of environmental impact from bulk product escaping during transportation; and
- Of sound construction (i.e. tailgate chains, zero harm tailgate openers, sound tarps, no flaking paint/corrosion inside load carrying area); and
- Compliant at all times to the Mass and Dimension requirements related to movements at from and to CBH Sites.
- Registered and covered by third party insurance.
- Appropriate to the heavy vehicle safety requirements of, mass and load regulations, including use of particular roads (RAV Ratings) and routes.
- Compliant with
 - Environmental requirements, emission controls and noise standards.
 - Mandatory Australian design standards.
 - Road safety and traffic management laws (Acts and Regulations).
 - Occupational/Workplace Health and Safety.
 - Dangerous goods including any signage and compulsory insurance requirements.
 - WA Chain of Responsibility – Compliance and Enforcement Act and Regulations.
 - Food transport and hygiene requirements.
 - Security and anti-terrorism laws, including port identification requirements (MISC).
 - Driving hours (fatigue management), roadworthiness (maintenance management) and vehicle loading (mass and dimension/restraint management).

Where such Applicable laws exist, they take precedence to any and all clauses in this Code.

Operating as a transport company complying with the Code of Practice shows that appropriate control mechanisms have been put in place to avoid potential Quality and Food/Feed Safety issues such as:

- Grain Insect infestation,
- Taint,
- Moulds,
- Water Ingress,
- Admixture and; any other associated hazards during the transport process
- Cross contamination of bulk products that may be caused by previous cargoes.

2. COMMITMENT

The Transport Company will have a commitment statement detailing its commitment to product quality and service as required by this Code of Practice and signed by the most senior management representative of the Transport Company. **(This may be any Record)**

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3. TRACEABILITY

It will be a requirement of this Code of Practice that all road transport combinations are identifiable to CBH. All transport combinations used to collect and transport bulk product within the CBH network, designated collection points and OnFarm, will be able to demonstrate traceability in regards to the previous cargoes prior to or during the movement of bulk product.

Records must be kept by the transport company and its drivers of the three (3) previous cargoes carried prior to transporting bulk products **(This may be any Record)**.

4. SAFETY

Drivers must comply with all Transporter, CBH Group and Local Site, Designated Collection Point and OnFarm, Health and Safety Rules and instructions (including the application and use of CBH defined Personal Protective Equipment – PPE), and be as a minimum registered in the CBH Contractor Safety System (SitePass).

For further clarification please contact your local Area Manager and/ or the CBH Contractor Safety Help Desk (9416 6200).

5. HYGIENE

The following is the agreed standard of hygiene that the Transport Company must comply with:

Vehicles, equipment and load carrying areas must be inspected before loading and if necessary, cleaned and dried to remove any residue accumulations.

As part of the commitment to this Code of Practice it is the Transporters responsibility to ensure that if the load carrying area requires painting, then food grade paint is used, note the paint must not discolour or taint the grain in any way.

Exteriors of all road transport combinations must be presented in a clean condition for the cartage of grain.

When maintenance is carried out on the load carrying areas a record of post maintenance cleaning must be kept.

No road transport combination that has carried material shown in the **Class 1 Exclusion List** will be presented for the cartage of grain.

All road transport combinations must comply with **Class 2 and Class 3 Product** (refer to following page) cleaning requirements and a record must be retained by the transport contractor. Class definitions are as detailed in the following pages.

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CLASS 1 PRODUCTS (EXCLUSION LIST)

The following materials must not have been carried in road transport combinations used for the transportation of grains covered by this Code of Practice. Transporters must be prepared to give an undertaking to this effect if required.

- Toxic and corrosive materials (including asbestos) and any packaging used for these materials, radioactive materials, animal/poultry wastes (including manures/litter) and soil containing animal manure (peat)
- Unprocessed animal matter, wet offal, animal manure or dead stock
- Mammalian protein, e.g. meat & bone meal, meat meal, cull cake and other mammalian based products
- Metal flakes or metal product
- Glass
- Sludge from sewage plants treating waste waters (biosolids)
- Solid urban waste, such as household waste
- Materials contaminated with salmonella or other pathogens
- Untreated waste from eating places

Other materials as determined by the parties

A Declaration indicating that items on the CBH Haulage Exclusion List (Class 1) have never or will never be transported in Designated Load Trailers for CBH, must be signed by the Senior Management representative for the Transport Company. (Record Required). When there is a change to fleet (i.e. new or subcontracted) an additional CBH Exclusion List Declaration form must be provided with the change to Logistics.

CLASS 2 PRODUCTS

Cleaning required—All physical and chemical remnants removed (High Pressure Water Wash with Sanitizer and/ or Steam).

PRODUCT –

- Asphalt (fresh) and asphalt rubble
- Milk & milk products, gelatine, amino acids, dicalcium phosphate, dried plasma and any other blood products
- Tallows
- Mineral clays which have been used for detoxification purposes
- Coal and coal products
- Composts (including green plant material)
- Treated Bulk Grains (e.g. Pickled Grain)
- Treated Fertilisers (e.g. Intake etc)
- Treated Wood Products
- Medicated Stock Feeds
- Insect Infested Grain Products
- Hides treated with tanning substances and associated waste

CLASS 3 PRODUCTS

Cleaning required – All physical remnants removed (Blown out, Swept or Washed as Required).

PRODUCT –

- Untreated Bulk Grains (e.g. when changing grain types)
- Untreated Mineral based Fertilisers (e.g. Super phosphates etc)
- Inert Mineral Material (e.g. road base, sand, lime, gypsum etc)
- Untreated Wood Chips
- Salt

If at any stage the Transport Company is not sure which category a product that is going to be carted or that has been carted aligns with, it is their responsibility to contact the Country Quality Manager - Australian Grain Centre (08) 9416 1300 prior to arriving on a CBH site so that the correct cleaning method can be detailed.

6. COLLECTION AND DELIVERY

- 1) The Transport Company will be advised that bulk products are to be transported and the site from which loading will occur.
- 2) All bulk products will be consigned using a CBH Road Movement Authority Form/ or computer generated record.
- 3) On arrival at the discharge site the Driver must provide a Road Movement Authority form/ or facsimile. The Driver must not at any time discharge the load of bulk product if, proof of the weights of the road transport combinations is not available prior to discharge.
- 4) If there is a hydraulic oil incident (hose burst, ram failure, damaged and/or leaking coupling, etc) whilst on a CBH Group site, a clean up will be required. Where contamination of grain product has/may occur notify CBH site staff and record in the Transporters Incident Management System **(This may be any Record)**.
- 5) The Transport Company is responsible for recovering and cleaning up any bulk product spilt in transit, as well as any additional cost of disposal. The Transport Company is to notify CBH Zone Management and Logistics immediately of any bulk product spills, the transport company will then advised of the appropriate course of action.

If the bulk product is identified as Genetically Modified and/or Organic, then the Transport Company must contain the grain as above **and** contact the Country Quality Manager - Australian Grain Centre (08) 9416 1300 for an appropriate course of action. Any bulk product spills **MUST** be documented in the Transporters Incident Management System. **(This may be any Record)**.

7. SUB-CONTRACTORS

Where a sub-contractor (which term includes an owner driver) is employed by the Transport Company to perform his contract with CBH for the cartage of bulk product as defined in this Code of Practice, the transport company must ensure that the sub-contractor is likewise bound by this Code of Practice through a Contractor Declaration **(This may be any Record)**..

Transport Companies must keep a list of their approved Road Haulage sub-contractors detailing their method of approval and maintaining relevant cleaning records.

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8. TRAINING

The Transport Company will undertake correct training of staff (e.g. Drivers, logistic and maintenance staff etc). The purpose of this training is to promote an understanding of the purpose and requirements of this Code of Practice. Any training given should be –

- 1) Recorded as a part of a training matrix. **(This may be any Record)**
- 2) The operation of approved vehicles by the Transport Contractors will ensure that they will be able to comply with any direction, written or verbal, that relates to the collection and delivery of any bulk product under this Code of Practice.
- 3) All drivers must have completed the training to enable compliance with this Code of Practice and possess a valid and appropriate driver's licence.

9. CONDITIONS OF COMPLIANCE

- Appropriate records are to be maintained by the Transport Company as outlined in this Code of Practice.
- A request may be made to access these records by an employee of the CBH Group or an independent auditor (appointed by the CBH Group), if any of the following exceptions occur
 - a. A contamination is determined (either at point of loading or discharge) during the operations of the task of road haulage of bulk product
 - b. A customer complaint requires a trace back exercise to be conducted
 - c. A customer requests a demonstration of capabilities of a transport company to movement records – hygiene, traceability or the three previous loads to satisfy an external audit requirement