

1. PURPOSE

This Standard defines the requirements that Contracting Partners must adhere to and demonstrate, so to ensure legislative and Feed Safety Standards compliance for the road transportation of bulk product transported by road for the Co-operative Bulk Handling (CBH) Group across the CBH network.

2. SCOPE

This standard applies to all Contracting Partners that have been engaged for the purpose of the road haulage of product from and to CBH managed sites.

The list of bulk product that this Standard will apply to includes, but is not limited to:

- all crops, e.g., cereal grain, pulses, and oilseeds;
- animal feed materials, ingredients, feed additives; and
- any other bulk materials agreed to by parties.

This Road Haulage Bulk Product Standard is an element of all Road Transport Service Agreements between the CBH Group and contracted parties.

3. POLICY

CBH has a policy statement committing the business to supplying safe and legal feed, and compliance with FEMAS requirements. The policy is reviewed triennially. This Standard supports the implementation of the Quality and Food Safety Policy.

4. COMMITMENT

4.1 CBH Management

CBH management share a responsibility for the overall product safety and as such, commit to the implementation of this Standard, associated Procedures, and other documentation, and *their provision and access of, to all associated personnel and Contracting Partners as a control measure* to assist with the mitigation of risk to product safety and compliance.

4.2 Contracting Partners

All road haulage Contracting Partners share a commitment to both product and service delivery quality, and as such, shall maintain a statement detailing this commitment. The commitment shall be authorised and signed by the most senior management representative of that company who shall make this commitment available for verification as required by CBH.

5. GENERAL REQUIREMENTS

As part of your transport contract with CBH, you are required to comply with the Contracted Road Haulage Bulk Product Standard.

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;
- of sound construction (i.e., tailgate chains, zero harm tailgate openers, sound tarps, no flaking paint/corrosion inside load carrying area);
- 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; and
- be 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), and
 - 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 Standard.

Operating as a transport company complying with the Standard 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; and
- cross contamination of bulk products that may be caused by previous cargoes.

6. SUBCONTRACTORS

Where a subcontractor (which term includes an owner driver) is employed by the Contracting Partner to perform his contract with CBH for the cartage of bulk product as defined in this Standard, the Contracting

Partner must ensure that the subcontractor is, likewise, bound by this Standard through a Contractor Declaration (this may be any record).

The Contracting Partner must keep a list of their approved road haulage sub-contractors detailing their method of approval and maintaining relevant cleaning records.

7. TRAINING

The Contracting Partner 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 Standard. Any training given should be recorded as a part of a training matrix (this may be any record).

The operation of approved vehicles by the Contracting Partner 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 Standard.

All drivers must have completed the training to enable compliance with this Standard and possess a valid and appropriate driver's licence.

8. SAFETY

Drivers must comply with all Transporter, CBH Group and Local Site, Designated Collection Point and On Farm, 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 (Site Pass).

For further clarification on Sitepass please contact your local Area Manager and/ or the CBH Contractor Safety Help Desk contractor.

9. HYGIENE

The following is the agreed standard of hygiene that the Contracting Partner 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 Standard it is the Contracting Partners 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 bulk product in any way.
- Exteriors of all Contracting Partners combinations must be presented in a working clean condition for the cartage of bulk product.
- No Contracting Partners combination that has carried material shown in the Class 1 Exclusion List shall be presented for the cartage of bulk product.
- All Contracting Partners combinations must comply with Class 2 and Class 3 Product cleaning requirements and a record must be retained by the transport contractor. Class definitions are as detailed in section 9.1.

9.1 Exclusion list

9.1.1 Class 1 products

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

Materials include, but are not limited to:

- 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, and
- 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 Contracting Partner (records required).

9.1.2 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, and
- hides treated with tanning substances and associated waste.

9.1.3 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, and
- salt.

If at any stage the Contracting Partner 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.

10. COLLECTION AND DELIVERY

The Contracting Partner will be advised that bulk products are to be transported and the site from and to loading will occur.

All bulk products will be consigned using a computer-generated record. This will be the Rover App.

On arrival at the discharge site the driver will utilise the Rover App to discharge the load. 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, by whatever means.

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 product has/may occur CBH site staff will record the incident into the SHARE system. A record in the Contracting Partners Management System will also be generated. (this may be any record).

The Contracting Partner is responsible for recovering and cleaning up any bulk product spilt in transit, as well as any additional cost of disposal. The Contracting Partner is to notify CBH Zone Management and Logistics immediately of any bulk product spills, the transport company will then advise of the course of action to recover or dispose of bulk product spills.

If the bulk product is identified as genetically modified and / or organic, then the Contracting Partner 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 Contracting Partner Management System (this may be any record).

11. 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 On-farm, will be able to demonstrate traceability with 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 3 previous cargoes carried prior to transporting bulk products (this may be any record).

12. CONDITIONS OF COMPLIANCE

Appropriate records are to be maintained by the Contracting Partner as outlined in this Standard.

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:

1. Contamination is determined (either at point of loading or discharge) during the operations of the task of road haulage of bulk product.
2. A customer complaint requires a trace back exercise to be conducted.
3. A customer requests a demonstration of capabilities of a Contracting Partner to movement records – hygiene, traceability or the three previous loads to satisfy an external audit requirement.

14. DOCUMENT CONTROL

Authorities

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