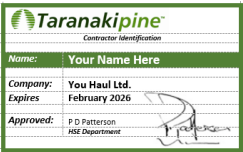








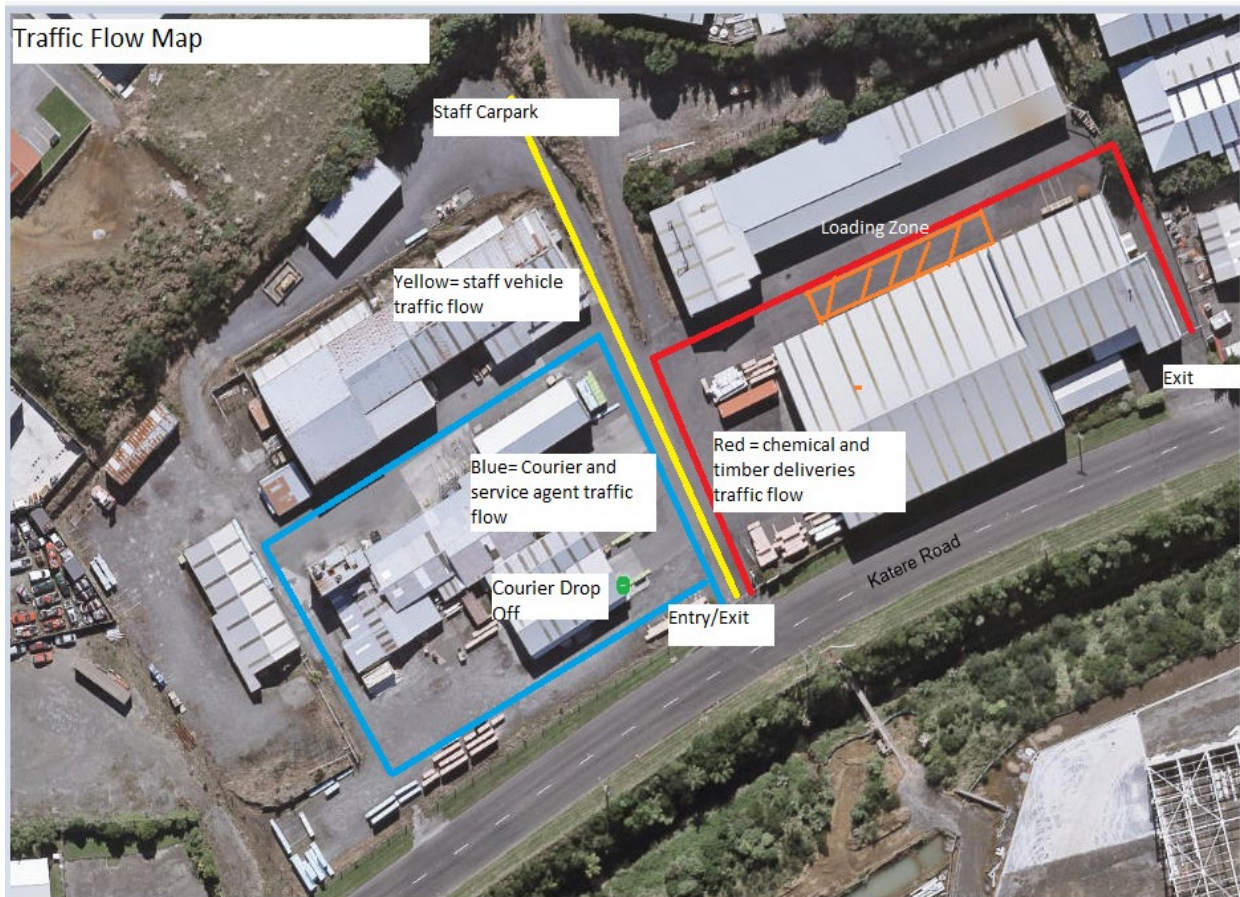


## HSE 9.6 Delivery and Truck Driver Inductions

	<p><b>Contractor Identification Cards</b></p>	<ul style="list-style-type: none"> <li>If you are a truck driver you may be required to show your "Contractor ID card when coming onto site.</li> <li>These are valid for two years and will be issued after the site induction is completed.</li> <li>If the card is lost, you may request another by emailing: <a href="mailto:safety@taranakipine.co.nz">safety@taranakipine.co.nz</a></li> </ul>
	<p><b>First Aid</b></p>	<ul style="list-style-type: none"> <li>First aid kits are located throughout the premises.</li> <li>First aiders on site are those who are wearing red hi-vis shirts.</li> <li>There is a Defibrillator on site located in the Kiln Yard Office at Hudson Rd and in Pack at Katere Road.</li> </ul>
	<p><b>Emergency Assembly Point</b></p>	<ul style="list-style-type: none"> <li>In the event of an emergency, you must report to the nearest assembly point. <b>Hudson Road:</b> In the Admin Office Carpark. <b>Katere Road:</b> Main Entrance Gate</li> <li>You will be required to comply with all instructions given by any Fire Wardens in the area you are working in.</li> <li>Fire Wardens are identifiable with a pink high-vis vest.</li> </ul>
	<p><b>Report All Incidents</b></p>	<ul style="list-style-type: none"> <li>If you are involved in an accident or near miss or cause damage to our property, you will need to report this immediately to your site direct contact.</li> <li>You will need to report any accidents or incidents to your own manager also.</li> <li>You may be required to assist with an investigation after the event has taken place.</li> <li>The scene of any serious harm accidents (notifiable events) will be frozen and reported to WorkSafe NZ as per requirements under the Health and Safety at Work Act 2015.</li> </ul>
	<p><b>Hazard Management</b></p> <p>Hazard Management Continued...</p>	<ul style="list-style-type: none"> <li>If you notice or create any new risk, report this immediately to your direct site contact. Ensure that they fully understand the nature of the risk and what steps are required to eliminate or minimise the hazard or risk.</li> <li>Our site hazards include, but are not limited to: Noise, dust, uneven surfaces, forklifts, loader, road machinery, people, hazardous substances, machinery, hot work, confined spaces, working at height.</li> </ul>
	<p><b>Drug and Alcohol-Free Site</b></p>	<ul style="list-style-type: none"> <li>All persons under the influence of drugs and alcohol are strictly prohibited from our sites.</li> <li>Alcohol or drug screen may be subject to random selection or requested, if reasonable cause exists.</li> <li>Contractors who refuse to test, or return a non-negative drug or alcohol test may have their contractor agreement terminated.</li> </ul>

	<p><b>Personal Protective Equipment (PPE)</b></p>	<ul style="list-style-type: none"> <li>• Hi-Vis tops are required to be worn zipped up on all areas of this site. We have these available if required.</li> <li>• Safety boots and or closed in shoes need to be worn on all areas of this site.</li> <li>• G5 hearing protection should be worn in the Sawmill, Cutline, Planing Mill, Reman and Laminating Buildings. We also have these available if required.</li> <li>• Hard Hats are only required in the Log Yard.</li> </ul>
	<p><b>Walkways and Restricted Access</b></p>	<ul style="list-style-type: none"> <li>• Please stick to the walkways when walking on site.</li> <li>• Forklifts have the right of way so please be vigilant when moving around the site.</li> <li>• Do not enter any areas that are for 'Authorised Personnel Only'.</li> <li>• The log yard is a restricted area.</li> </ul>
	<p><b>Driving, Loading, Unloading and Parking on site</b></p>	<ul style="list-style-type: none"> <li>• The driving speed limit on all Taranakipine sites is 15km per hour.</li> <li>• Forklifts always have the right of way.</li> <li>• Drivers being loaded or unloaded must either remain in their trucks <b>or stand at the front of their truck in clear view of the forklift or log loader operator at all times.</b></li> <li>• Drivers must not unsecure their load until they are in the designated "Loading Zone".</li> <li>• Tarping and un-tarping of loads – Drivers are permitted to roll out their Tarps with an agreed Safety Watch in place (HSE 3.12 &amp; 3.13b), but are otherwise expressly prohibited from standing on top of their load without appropriate fall protection in place. Tarping of trucks needs to take place from the ground.</li> </ul>

## Delivery Vehicles Site Entry/Exits Katere Road Site



## Hudson Road Site

