



HUMAN RESOURCES POLICIES & PROCEDURES

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Issue Date:

26 Jan 2009

SUBJECT: **TRUCK TRAILER/ TRAY FALL PROTECTION**

THIS POLICY APPLIES TO: **All Applicable Staff and Contractors**

Authorised by: **Chief Operating Officer, Amcor Australasia**

1 INTRODUCTION

Amcor aims to ensure, so far as reasonably practicable, the safety and health of all people associated with its operations and external contacts e.g. customers, the public, service providers and suppliers.

Amcor has recognised the serious risks associated with the activities of working on truck trailer trays and similar equipment even though these are typically less than 2 metres high.

This Policy prohibits work on truck trailer trays and similar equipment without fall protection measures as outlined below.

This policy does include work above 2 metres conducted on truck trays, although for such tasks, work at height legislation and guidance information also need to be considered.

2. FALL PROTECTION FOR TRUCK TRAILER/TRAYS AND SIMILAR EQUIPMENT

Prior to commencing work on a truck trailer/tray the following steps shall be undertaken:

1. First step is assess if the task can be completed from the ground thus eliminating the potential to fall from the trailer/tray
2. If it is not possible to conduct the task from the ground then work done on the trailer tray shall be minimised.
3. If the only way to complete the work is from the truck trailer/tray, the following safeguards will be utilised
 - fall prevention equipment & work method
 - injury protection equipment
4. No work is to be completed on any trailer/ tray unless a safe work method can first be established & appropriate equipment is available & in good condition

Controls when working on truck trailer trays include the following:

- For accessing/exiting trays 3 points of contact must be maintained through use of fixed or mobile ladders and/or platforms.
- Hard hat with chin straps must be worn if working on a trailer/tray.
- Never stand with your back to the edge of the trailer/tray unless fall prevention is in place e.g. platform.
- When using equipment on the trailer/tray, place it on the tray before/after access, do not carry it up a ladder
- When working on the trailer/tray, maintain a one metre clearance from the edge unless fall prevention is in place e.g. platform.

Note:

- Holding onto the load or resting against curtain struts is not fall protection
- Gates and curtains can be positioned to enclose part of the trailer/tray



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- A pole or stick can be used to flick straps if caught on the load, eliminating the need to climb onto the trailer/tray.

Where it not practicable to comply with this policy an alternative practice, based on a risk assessment, needs to be documented.

3. RESPONSIBILITIES

Group General Managers / General Managers will:

- Promote and enforce the Truck Trailer/Tray Fall Protection Policy.
- Maintain accountability of managers and supervisors under their leadership and ensure they have received the appropriate information to enable them to fulfil their responsibilities in relation to the Policy.
- Ensure resources are available to facilitate implementation of the Policy.

Site and other frontline manager's will:

- Promote, follow and enforce the Truck Trailer/Tray Fall Protection Policy
- Ensure that employees under their leadership have received appropriate training to enable them to fulfil their responsibilities in relation to enforcing the workplace.
- Ensure all contractors / transport drivers receive appropriate training and induction in relation to compliance to truck tray fall protection policy
- Respond promptly to notification of any incident involving Truck Trailer/Tray Fall Hazards in the workplace.

Employees will:

- Take reasonable care for their own safety and that of others by complying with the Amcor Truck Trailer/Tray Fall Protection Policy.
- Comply with all instructions from managers and supervisors which have been issued to protect their own health and safety, or that of others.
- Notify site frontline managers of any incidents of non-compliance with the Truck Trailer/Tray Fall Protection Policy

Contractors will:

- Comply with Amcor's requirements in relation to the use of fall protection controls on Truck Trailer/Trays in our workplace.
- Comply with all instructions from Amcor managers and supervisors which have been issued to protect their own health and safety, or that of others.
- Notify Amcor site frontline managers of any incidents of non-compliance with the Truck Trailer/Tray Fall Protection Policy.

4. NON-COMPLIANCE

Examples of breaching of this policy found through the above may incur the enforcement of appropriate disciplinary measures including:

- Counselling and / or
- Formal and informal warnings and / or
- Dismissal or
- Cessation of contracted employment.