



dualseal
a vandaglas company

safe loading policy

Dual Seal Glass Ltd is committed to the safe operation of vehicles and trailers, which are used to carry out our daily operations. Due to the nature of our business and the product we manufacture we emphasise and understand the importance of making our loads safe for transit and reducing the risk of incidents or injury to our staff, our customers and members of the public and other vulnerable road users. Dual Seal Glass Ltd are aware that the operation of commercial vehicles carries an element of risk and takes a serious approach in abiding to the undertakings of our operator's licence.

Dual Seal Glass is committed to:

- Ensuring we provide our employees with adequate training to enable them to work safely and effectively, and to ensure they are competent and confident in the work they carry out.
- Encouraging staff to identify and report hazards so that we can all contribute to creating and maintaining a safe loading procedure.
- Providing employees with the correct resources to ensure loads are loaded, unloaded and transported in a safe manner.
- Carrying out and regularly reviewing risk assessments in relation to the safe loading process.
- Ensuring employees are aware of how to distribute a load evenly on a vehicle in accordance to gross vehicle and axle weight.
- Ensure correct safe working procedures and risk assessments are in place and adhered to by all employees.
- Regularly maintaining equipment used to load and unload and transport our product to their destinations.
- Ensure correct legislation and guidance is followed and adhered to.
- Providing load documentation with every load, showing what the load contains, its weight, height and width, how it has been secured and details of any special precautions that should be taken
- Providing a safe working procedure, which will provide specific instruction on loading/unloading, which emphasizes on load restraint
- Ensuring drivers do not use internal straps on curtain sided vehicles and restrain loads correctly

This policy applies to Transport Management, Transport Operatives and Driver Operatives both HGV and van, who need to raise awareness that all loads shall be carried in a safe and secure manner. We will also confirm the presence of these arrangements to our supply chain partners.

Signed: *N-D. Meredith* Date: 23/07/2021

Position: Managing Director

