### STANDARD OPERATING PROCEDURE LOAD RESTRAINT EQUIPMENT GUIDELINES



#### **PURPOSE** 1.

The purpose of this procedure is to ensure product and material loaded onto road transport at Bekaert Wire Ropes Australia complies with industry standards for positioning and restraint of the load.

This document primarily focuses on the equipment used to restrain a load. The specific practices for restraining particular load types is described in detail in other Load Restraint Procedures as Guidelines see References below.

#### **SCOPE** 2.

This procedure applies to Bekaert Wire Ropes Australia employees (primarily Warehouse/Despatch), customers, transport drivers and providers responsible for loading, restraining and transporting Ropes material and products via road transport.

#### 3. REFERENCES

National Load Restraint Guide 2018, Published by National Transport Commission (NTC LRG)

WRW-OHS-SOP-002 CLOTHING AND PERSONAL PROTECTIVE EQUIPMENT (PPE) STANDARD

#### **RESPONSIBILITIES** 4.

Process owner Operations Manager

### **QUALIFICATION, TRAINING & COMPETENCE REQUIREMENTS** 5.

Bekaert Ropes Australia – Level 1 Induction Bekaert Ropes Australia George St - Level 2 Induction Load restraint training.

#### 6. **DEFINITIONS**

#### **RECORDING / REPORTING REQUIREMENTS** 7.

These guidelines are provided by Bekaert Wire Ropes Pty Ltd (trading as Bekaert Wire Ropes Australia) for guidance only. Compliance with applicable laws and standards remains your responsibility.

They are based on guidelines provided to preceding entities under license from BlueScope Steel. Whilst Bekaert Wire Ropes, in co-operation with transport operators, has taken considerable care to develop load restraint guidelines that are effective and comply with all requirements, Bekaert Wire Ropes makes no warranty as to the applicability of these methods in all circumstances.

It remains your responsibility, at all times, to ensure that the methods you use are adequate for the particular situation and, where applicable, you should take further precautions.

These guidelines are confidential to, and the property of, Bekaert Wire Ropes and you may only use these guidelines with permission of Bekaert Wire Ropes.

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# STANDARD OPERATING PROCEDURE LOAD RESTRAINT EQUIPMENT GUIDELINES



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| Task                          | Task Step Description   | Hazard/Risk   | Type<br>S,Q,E | Controls  |
|-------------------------------|---|---|---------------|---|
| 8. CHAINS, HOOKS<br>& BINDERS | <ul> <li>The Lashing Capacity (LC) of a transport chain depends upon:</li> <li>The strength of the weakest component (chain, hooks or binder); and</li> <li>Whether the chain strength must be down-rated to allow for bending of its links at any point.</li> <li>There are three types of hooks in common use:</li> </ul> |   |               |   |
|                               | a) Standard Grab Hooks – Popular with drivers because they tend to stay on the chain even when the chain is loose. However, these hooks cause sideways loading on the link and Australian Standards dictate the system capacity must be down-rated by 25% to allow for this bending effect.                                 | Chain may be overloaded by side loading of hook on chain.                     | Safety        | Ensure tie<br>down capacity<br>is reduced by<br>atleast 25%                       |
|                               | Winged Grab Hooks – Similar to standard grab hooks, but distribute the load across the link due to the flat surface of the wings, resulting in no bending.  Hence allowing the use of the full strength of the chain.   |   |               |   |
|                               | Claw Hooks – Allow the use of the full strength of the chain.  Care is needed to ensure these are properly mounted over the links, as they may come off the chain when the chain is loose.  | Chain comes<br>loose and<br>hook<br>detaches<br>leaving load<br>unrestrained. | Safety        | Ensure claw<br>is mounted<br>correctly and<br>chain has<br>sufficient<br>tension. |

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| Task                      | Task Step Description   | Hazard/Risk   | Type<br>S,Q,E | Controls   |
|---------------------------|---|---|---------------|--|
| 9. ESSENTIAL REQUIREMENTS | <ul> <li>Bekaert Wire Ropes recommends the use of 8mm transport chain using either grab hooks (3.0t system), winged grab hooks (4.0t system) or claw type hooks (4.0t system).</li> <li>While the 4.0t system sometimes allows the use of less chains, in many cases (e.g. top hats, sheet packs, etc.) both 3.0t and 4.0t systems have the same limits. In such cases, the pretension or product geometry governs the system limits, and the higher chain strength offers no advantage.</li> </ul> | Incorrect size chain used causing load restraint to become loose. | Safety        | Use<br>recommended<br>8mm transport<br>chain.  |
|                           | <ul> <li>6mm or 10mm chains are not recommended for transport lashings. In particular, 10mm chain cannot automatically be used instead of 8mm unless an average pretension of at least 750kgf can be guaranteed.</li> <li>Note: if there is a mixture of hook types in a system, then the lower limit applies. e.g., 8mm chain with claws on</li> </ul>   | ,   |               |  |
|                           | both ends, but using a binder with a standard grab hook, the system is rated as 3.0t not 4.0t.  |   |               |  |
|                           | ✓ All chains and components should conform to AS4344 (Motor Vehicles – Cargo Restraint Systems – Transport Chair Components).   | Non<br>conforming or<br>damaged<br>chain used.                    | Safety        | Only use chains and components that confirm to AS4344.  Do not use damaged, bent or worn components. |
|                           | Chains and fittings must not be used if they are:   |   |               | components.  |
|                           | <ul> <li>Visibly bent, stretched or damaged.</li> <li>Worn greater than 10% of their cross section.</li> <li>Cut or nicked.</li> </ul>  |   |               |  |

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| Task                        | Task Step Description   |                   | Hazard/Risk                | Type<br>S,Q,E | Controls  |
|-----------------------------|---|-------------------|----------------------------|---------------|---|
|                             | <ul> <li>DO NOT tie chains off with a knot!</li> <li>Both ends of all chains should be fitted with a hook or claw.</li> <li>Knots may come undone due to slack in the chain before tensioning or vibration during the journey.</li> </ul>                     | <b>X</b>          | Chains lashed incorrectly. | Safety        | Follow safe chain lashing practices. Use hooks, claws and other suitable tie down |
| 10. CHAIN LASHING PRACTICES |   |                   |                            |               | equipment.  DO NOT TIE OFF CHAIN USING A KNOT.                                    |
|                             | <ul> <li>The best Tie Down point is a Cross Beam.</li> <li>Loop the chain end around the connection point and hook it back onto itself.</li> <li>Hook must be above the coaming rail if relying on the full strength of the chain (e.g., 4 tonnes)</li> </ul> |                   |                            |               |   |
|                             | * It is UNACCEPTABLE and DANGEROUS to tie to the rope rail.   |                   |                            |               |   |
|                             | <ul> <li>✓ Other acceptable Tie Down methods</li> <li>These include tying midway between adjacent points with a triangle (above left) or looping around a fully welded rope rail support midway between cross beams (above right)</li> </ul>                  | Minimum angle 607 |                            |               |   |



| Task            |   | Task Step Desc                | ription              |                  |            | Hazard/Risk | Type<br>S,Q,E | Controls |
|-----------------|---|-------------------------------|----------------------|------------------|------------|-------------|---------------|----------|
|                 | Table 1: Lashing Capacities of Chain S  | Systems with Load Binders     | 3                    |                  |            |             |               |          |
|                 | 3.0 tonnes with one or more grab hooks  |                               |                      |                  |            |             |               |          |
| 11. RECOMMENDED | 8.0mm Chain Systems (Recommend  | 4.0 tonnes with all hooks     | ll claw or other app | roved (4)        | 7)         |             |               |          |
| EQUIPMENT       | 7.3mm Chain Systems (Not preferre   | 2 O tonnes with a             | ll claw or other app | roved (45)       | <b>9</b> 0 |             |               |          |
|                 |   |                               |                      |                  |            |             |               |          |
|                 | Table 2 – Certified Hook Types  |                               |                      |                  |            |             |               |          |
|                 | The following hook types are certified  | to 3.0 tonnes or 4.0 tonne    | s Lashing Capacity.  |                  |            |             |               |          |
|                 | Make  | Identification Marking        |                      | umber            | ~ ~        |             |               |          |
|                 |   |                               | 3.0 tonnes LC        | 4.0 tonnes LC    |            |             |               |          |
|                 | PWB Anchor Fittings Grab Hook   | None or Part Numbers          | 40299                | 40550            |            |             |               |          |
|                 | PWB Anchor Fittings Claw Hook   | None or Part Numbers 7-8 Grab |                      | 40558            |            |             |               |          |
|                 | PWB Anchor Herc-Alloy 800   | 7-8 Grab  7-8 Pinlock Grab    |                      | 40311*<br>40379* |            |             |               |          |
|                 | Gunnebo Pin Grab Hook Type GG   | G-R                           | GG-7-8*              | GG-8-8*          |            |             |               |          |
|                 | Beaver Sales Clevis Claw Hook   | None or Part Numbers          | 33 7 5               | 352008           |            |             |               |          |
|                 | Beaver Sales Clevis Grab Hook   | None or Part Numbers          | 35400                | 886207*          | 1          |             |               |          |
|                 | * Chain strength is not decreased due these grab hooks including special 'wing' supports which prevent link bending |                               |                      |                  |            |             |               |          |
|                 |   |                               |                      |                  |            |             |               |          |
|                 |   |                               |                      |                  |            |             |               |          |
|                 |   |                               |                      |                  |            |             |               |          |
|                 |   |                               |                      |                  |            |             |               |          |
|                 |   |                               |                      |                  |            |             |               |          |

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| Task | Task Step Description | Hazard/Risk | Type<br>S.O.E | Controls |
|------|-----------------------|-------------|---------------|----------|
|------|-----------------------|-------------|---------------|----------|

### **Table 3: Rated Chain Types**

The following chain types are rated to 3.0 tonnes Lashing Capacity for 8.0mm chain.

| Maka                          | Idoubification Bending  | Part Number |              |  |
|-------------------------------|---|-------------|--------------|--|
| Make                          | Identification Marking  | 7.3mm Chain | 8.00mm Chain |  |
| PWB Anchor HiLITE             | HiLITE or AS4344  | 40556       | 41026        |  |
| Beaver Sales                  | Beaver or 4344  | 148007      | 148008       |  |
| Gunnebo Type KL Lifting Chain | G8  | KL-7-8      | KL-8-8       |  |
| PWB Anchor Herc-Alloy         | 800HA 800 CM; PWB HA800; PWB HA;<br>HA CM; PWB HA; CMU HA800;<br>G80; G800; HA800; or HA8 | 40136       | 40959        |  |

### How to identify the chain:

- All chains are marked with the manufacturer's identification and the digits 4344 followed by the first two digits of the chains lashing capacity every 500mm along the chain.
- For an 8mm chain used in the Bekaert Wire Ropes Guidelines, the digits must read 4344-3.8 indicating that it is to the Australian Standard and has a lashing capacity of 3.8 tonnes.





| Task |                                 | Task Step Description                |           | Hazard/Risk | Type<br>S,Q,E | Controls |
|------|---------------------------------|--------------------------------------|-----------|-------------|---------------|----------|
|      | Table 4: Certified Load Binders |                                      |           |             | - / - 4/      |          |
|      | Name                            | Distributed By                       | Use       |             |               |          |
|      | AUSBINDER mark II               | Bullivants                           | Unlimited |             |               |          |
|      | EV-CAM 8mm Inline Chain Winch   | Dangerous Goods Equipment & Training | Unlimited |             |               |          |
|      | Tunbuckle Ratchet Binder        | Numerous load restrain retailers     | Unlimited |             |               |          |
|      | Web Dog                         | Spanset                              | Unlimited |             |               |          |
|      |                                 |                                      |           |             |               |          |



| Task | Task Step Description  | Hazard/Risk | Type<br>S,Q,E | Controls |
|------|--|-------------|---------------|----------|
|      | EV-CAM 8mm Inline Chain Winch  Can be used on all products within the Load Restraint Guidelines.  Simple to use and apply tension.  Widely tested on steel products.  Able to adjust chain tension without releasing or removing.  Weight 5kg.  Durable.  Safety-t-step may be required to allow drivers access to the binder. |             |               |          |

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| Task | Task Step Description  | Hazard/Risk                  | Type<br>S,Q,E | Controls  |
|------|--|------------------------------|---------------|---|
|      | Turnbuckle Ratchet Binder  Can be used on all products within the Load Restraint Guidelines. Able to adjust chain tension without releasing or removing. Simple to use and apply tension. Removable handle model available. Rigid unit Handle position forces application of binder across the body. No quick release mechanism. Regular Maintenance required. Threads, pawl and ratchet require lubricating every one to two weeks. Spray lubricant recommended (eg WD-40, Lanotec). Safety-t-step may be required to allow drivers access to the binder. | Strain, sprain and bruising. | Safety        | Ensure ratchet binder is regularly maintained and lubricated with WD-40 etc. Replace ratchet binder as necessary. Do not over reach, use safety step if required. Wear correct PPE. |

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| Task                              | Task Step Description   | Hazard/Risk    | Type<br>S,Q,E | Controls                              |
|-----------------------------------|---|----------------|---------------|---------------------------------------|
|                                   | All links should be uniform and not stretched.  | Use of damaged | Safety        | Inspect chain for wear using suitable |
|                                   | Links should not have visible damage such as nicks, gouges or necking (i.e., stretched narrower sections).                              | chain.         |               | gauge and discard faulty              |
|                                   | Chain should not have lost more than 10% of its cross sectional area.   |                |               | equipment.                            |
|                                   | A Chain Gauge can be used to check this requirement: If the top of the 8.0mm link, fits the 7.3mm side, the chain needs to be replaced. |                |               |                                       |
|                                   | Also refer to What To Look For When Using Chains in National Load Restraint Guide (2018) for further guidance.                          |                |               |                                       |
| 12. HOW TO CHECK<br>CHAINS ARE OK | NOT TO SCALE  Chain Gauge can be obtained from BlueScope Steel Logistics – Technical Services  Phone: +61-2-8207-2345                   |                |               |                                       |
|                                   | 7.3mm 8mm (or allowable wear on 8mm chain)  KNOW YOUR CHAINS & CAPACITIES   |                |               |                                       |

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| Task                  | Task Step Description   | Hazard/Risk                        | Type<br>S,Q,E | Controls   |
|-----------------------|---|------------------------------------|---------------|--|
| 13. WEBBING & BINDERS | This guideline applies for  Webbing and webbing load binders.  Webbing may only be used for restraint where required for product protection and reasons and/or specifically nominated in the load restraint guideline for that product.  Essential Requirements  All webbing must be woven polyester, polyamide or polypropylene load restraint webbing to AS/NZ54380 or approved equivalent, with a minimum 2.0 tonne lashing capacity. Such webbing is normally 50mm wide.  Load restraint capabilities for webbing is usually governed by the tension applied by the binder not the breaking strength of the webbing. See Table 1 below.  Ensure webbing and components are free from significant damage and wear before every use.  If More than 10% of the webbing strands are cut, worn or damaged, the webbing must not be used. For further detail, refer to AS4380 and NTC Load Restraint Guide.  Webbing must be protected against friction and abrasion using protective sleeves or corner protectors. | Incorrect or damaged webbing used. | Safety        | Check that webbing used complies with AS/NZS4380 Do not use webbing if greater that 10% of the webbing is cut. |

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| Task | Task Step Description  | Hazard/Risk                       | Type<br>S,Q,E | Controls   |
|------|--|-----------------------------------|---------------|--|
|      | <ul> <li>✓ Webbing must NOT have knots of any kind.</li> <li>Webbing must be attached to rail using hook and keeper, or similar, not simply tied.</li> <li>✓ Webbing must NOT be twisted. One half turn is allowable, to prevent vibration and flapping.</li> <li>✓ Ensure a minimum of 2.5 turns of webbing on the tensioning spindle, or manufacturers requirements, whichever is greater.</li> <li>✓ Avoid throwing from heights or leaving on the ground where vehicles may damage the metal fittings</li> <li>✓ S mm</li> <li>✓ Webbing should be attached to rail using hook and keeper or similar</li> </ul> Webbing should be attached to rail using hook and keeper or similar No knots or Twists | Incorrect attachment method used. | Safety        | Use hook and keeper method to attach webbing to tie down rail rail and do not tie knots. |

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| Task                   | Task Step Description   |             |                                   |             | Hazard/Risk  | Type<br>S,Q,E | Controls  |
|------------------------|---|-------------|-----------------------------------|-------------|--|---------------|---|
|                        | Table 1: Example Pre-Tension for Loa  | d Binders   | Table 2: Example High Tension Loa | ad Binders  |  |               |   |
|                        | Tensioning Device Type  | Pre-Tension | Tensioning Device Type            | Pre-Tension |  |               |   |
|                        | Ratchet Drum  | 300kg       | Spanset 'ERGO' ABS ratchet        | 600kg       |  |               |   |
|                        | Push Up ratchet   | 300kg       | EV-Cam Under Slung winch          | 600kg       |  |               |   |
|                        | Pull Down Ratchet   | 600kg       | Ancra "Ezi-Torque" winch          | 600kg       |  |               |   |
| 14. WEBBING TENSIONING |   |             | Ancra "Reverse Action" ratchet    | 600kg       |  |               |   |
|                        | <ul> <li>Store webbing and components in a clean dry place.</li> <li>If contaminated with oil or fuel, remove with soapy water.</li> <li>Keep webbing as clean as possible and the ratchet free from dirt.</li> <li>If the ratchet mechanism becomes stiff in use, lubricate the moving parts (e.g., WD40, Nanotec).</li> </ul>   |             |                                   |             |  |               |   |
|                        | <ul> <li>Lightly oil metal components prior to prolonged storage.</li> <li>Store webbing and components in a clean dry place.</li> <li>If contaminated with oil or fuel, remove with soapy water.</li> <li>Keep webbing as clean as possible and the ratchet free from dirt.</li> <li>If the ratchet mechanism becomes stiff in use, lubricate the moving parts (e.g., WD40, Nanotec).</li> </ul> |             |                                   |             | Contaminated webbing or ratchet mechanism resulting in failure of tie down equipment | Safety        | Clean<br>contaminated<br>equipment<br>with soapy<br>water and<br>lubricate<br>ratchet<br>regularly. |

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| Task                        |   | Task Step Description  |   | Hazard/Risk  | Type<br>S,Q,E | Controls   |
|-----------------------------|---|--|---|--|---------------|--|
| 15. DUNNAGE<br>REQUIREMENTS | To weak; Insufficient clearance at coaming rail.  Front  Do not use coil rack timber with chamfer to the rear Unstable; in an accident, the dunnage will roll | Double-stacked dunnage  Unstable In an accident, the upper dunnage will slide off the lower dunnage.  Damaged, cracked or fatigued dunnage  Too weak | Non-square dunnage placed on its short edge Unstable In an accident, the dunnage could fall/rotate and release the tension on the chains.  Rounded corners Do not use if more than 10mm missing off corners. Unstable | Incorrect dunnage used, resulting in load shifting during transport. | Safety        | Only use approved dunnage as per acceptable practices. |



| Task | Task Step Description   | Hazard/Risk | Type<br>S,Q,E | Controls |
|------|---|-------------|---------------|----------|
|      | Acceptable Practices  100  RECOMMENDED 100 mm x 100 mm dunnage (or larger)  100 mm x 100 mm dunnage (or larger)  100 mm x 100 mm coil rack dunnage with 30mm chamfer. Chamfer must face front if used as loose dunnage.  Preferably only used as base dunnage where needed to allow for trailer camber. |             |               |          |
|      | Raising dunnage by placing 500mm long bearers across the truck, then 100 mm x 100 mm dunnage across them.  Short lengths must be place to support the load and prevent the cross dunnage breaking through bending   |             |               |          |



| Task                      |  | Task Step De   | scription      |   | Hazard/Risk          | Type<br>S,Q,E    | Controls      |  |
|---------------------------|--|--|----------------|---|----------------------|------------------|---------------|--|
|                           | All dunnage must be restrained; it must<br>The table below lists dunnage sizes, timb |  |                |   |                      |                  |               |  |
|                           | Hardwood   | F11 Grade rough sawn hardwood recommended. Assumed to be I |                |   | 7 Grade or be        | tter.            |               |  |
|                           | 75 x 75 HW   |  | ✓              | Only acceptable for slit strip, sheet packs and wire packaging, check coaming rail stepdown for suitability |                      |                  |               |  |
|                           | 100h x 75 HW (on edge)   | E  | ×              | Unacceptable on edge as rolls over under emerge   | ency braking         |                  |               |  |
|                           | 100 x 100 HW   | Ü  | ✓              | Acceptable – RECOMMENDED OPTION   |                      |                  |               |  |
|                           | 125H X 100 HW (on edge)  | [3]  | ?              | Not recommended – See note 1  |                      |                  |               |  |
|                           | 125 x 125 HW   | $\Xi$  | ✓              | Acceptable – recommended for use with large forklift tynes  |                      |                  |               |  |
|                           | 150H x 100 HW (on edge)  | B  | ×              | Unacceptable on edge as rolls over under emergency braking  |                      |                  |               |  |
|                           | 150 x 150 HW   | (A)  | ✓              | Acceptable  |                      |                  |               |  |
|                           | 190 x 45 x 1500  |  | ✓              | Acceptable for use under Steel Coil Stems and Pe  | endant Octagonal     | 'Spider' reel    |               |  |
| 16. DUNNAGE ACCEPTABILITY | Softwood   |  |                | Assumed to be F5 Grade or better  |                      |                  |               |  |
| 710021 7712121            | 75 x 75 SW   |  | ×              | Unacceptable because soft timber in small size al   | llows roll over und  | der braking      |               |  |
|                           | 100h x 75 SW (on edge)   |  | ×              | Unacceptable on edge as rolls over under emerge   | ency braking         |                  |               |  |
|                           | 100 x 100 SW   |  | ✓              | Acceptable  |                      |                  |               |  |
|                           | 125h x 100 SW (on edge)  | A  | ×              | Not preferred – See note*   |                      |                  |               |  |
|                           | 125 x 125 SW   | A  | ✓              | Acceptable  |                      |                  |               |  |
|                           | 150h x 100 SW (on edge)  | B  | ×              | Unacceptable on edge as rolls over under emerge   | ency braking         |                  |               |  |
|                           | 150 x 150 SW   | (A)  | ✓              | Acceptable  |                      |                  |               |  |
|                           | Kiln dried Softwood  |  |                | Assumed to be F7 Grade or better  |                      |                  |               |  |
|                           | 75 x 75 KDSW   | <  | ✓              | Acceptable  |                      |                  |               |  |
|                           | * Note 125h x 100 SW dunnage may rotate r<br>prior to using.                         | nore than 90 degrees, bu                                   | ıt is still ac | ceptable; due to its geometry the chain tension will continu  | ue to increase. Refe | r to Technical S | ervices Group |  |

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| Rectangular Dunnage  Because rectangular dunnage is generally unacceptable on edge, it is recommended that it is not used, even with the long edge down, due to the risks of incorrect placement.  However, trailer camber does sometimes require smaller centre dunnage; 75 mm high × 100 mm hardwood timber is permitted for this use.  This guideline applies for: Equipment used for restraining products within the Load Restraint Guidelines, including but, not limited to: A. Coil Racks B. Anti-Slip Material C. Timber Dunnage D. Material for Product Protection | Task Step Description  Hazard/Risk  Type S,Q,E  Controls  | Task |
|---|---|------|
| E. Edge Protection F. Chains & Chain Load Binders G. Webbing & Webbing Load Binders H. Rope  17. MISCELLANEOUS Edge Protectors (see section E)  Transport Chains (see section F)  Timber Dunnage (see section C)  Product Protection Rubber (see section D)  Matting (see sections A & B)   | is generally unacceptable on edge, it is recommended that it is dge down, due to the risks of incorrect placement. sometimes require smaller centre dunnage; and timber is permitted for this use.  Sharp edges not protected, resulting in load restraint failure.  Sharp edges not protected, resulting in load restraint failure.  Always protect sharp edges with approved materials. |      |



| Task | Task Step Description   | Hazard/Risk   | Type<br>S,Q,E | Controls                         |
|------|---|---|---------------|----------------------------------|
|      | A. Racks  Racks come in three sizes, measured from inside the steel uprights; 610mm, 710mm and 810mm.  There are separate "Bore Horizontal Coil" load restraint guidelines for each coil rack size. | Incorrect anti<br>slip material<br>used, resulting<br>in load shifting<br>during transport. | Safety        | Use approved anti-slip material. |
|      | Coil Racks must satisfy the following criteria:   |   |               |                                  |
|      | ✓ Steel 6mm minimum thick for the preferred rack and 12mm for the non-preferred type.<br>Recommended width is 75mm.   |   |               |                                  |
|      | ✓ The top of the coil rack must not extend above the timber (i.e. height less than 100mm)   |   |               |                                  |
|      | ✓ Racks must have a high friction   |   |               |                                  |
|      | ✓ anti-slip material underneath (minimum 3mm thick), NOT conveyor belting.  |   |               |                                  |
|      | Racks are unacceptable and not suitable for use when the anti-slip material is worn or missing at the ends or the rack is visibly bent.   |   |               |                                  |
|      | Bent Rack  Worn or missing Anti-slip at the ends  |   |               |                                  |



| Task | Task Step Description   |  | Hazard/Risk | Type<br>S,Q,E | Controls |
|------|---|--|-------------|---------------|----------|
|      | <ul> <li>Welded Racks</li> <li>Steel thickness for all component is 6mm minimum.</li> <li>Anti-slip 5mm rubber thick.</li> <li>Anti-slip material must extend the full width and length.</li> <li>Cover is critical at both ends.</li> </ul>  | 710mm 85  Anti-slip Rubber 5 mm thick.   |             |               |          |
|      | <ul> <li>Bent Racks</li> <li>Racks must be 610 mm minimum.</li> <li>Anti-slip material must extend the full width and length. Cover at both ends is critical.</li> </ul>  | Or  Critical anti-slip on the end bends. The anti-slip must not allow the steel rack to contact the deck.  |             |               |          |
|      | <ul> <li>Anti-Slip Material</li> <li>✓ Anti-Slip material under coil racks and steel pallets is to be a either strips or a mat, provided it effectively prevents steel of co-efficient against steel of at least 0.60. Used conveyor behigh friction requirement.</li> <li>✓ It can be either high friction matting (eg Regupol Load Boss industrial rubber. Three strips of anti-slip mattering are requived.</li> <li>✓ The recommended minimum thickness of Anti-slip material is steel pallets.</li> <li>✓ Another alternative is paint on version of anti-slip material (a useful in some circumstances. Paint on versions may need to the pallets.</li> </ul> | on steel contact and has a friction ting would not usually meet this "Long Life") or high friction uired under steel pallets.  is 5mm for coil racks and 8mm for eg Master Fibre Paint) which may be |             |               |          |

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| Task | Task Step Description   | Hazard/Risk             | Type<br>S,Q,E | Controls   |
|------|---|-------------------------|---------------|--|
|      | <ul> <li>C. Timber Dunnage</li> <li>✓ Timber dunnage is to satisfy specifications defined in "Dunnage Requirements" on page 15.</li> <li>✓ Timber dunnage used in a coil rack must be 100mm x 100mm</li> </ul>                                | Incorrect dunnage used. | Safety        | Only us approved dunnage as per approved timber dunnage. |
|      | with a 30mm chamfer (refer to "Dunnage Requirements" on page 15 for details).   |                         |               |  |
|      | Notching of timber dunnage for use in coil racks is not recommended.  |                         |               |  |
|      | The maximum allowable notch depth should be 10mm to prevent the timber bearing on the deck, which reduces the effectiveness of the anti-slip material.  |                         |               |  |
|      | ✓ If doubling-up of timber dunnage in a rack is required to<br>prevent a coil/reel from touching the trailer deck or rack, the<br>spacer timber must be a single length of full width 100mm x<br>100mm dunnage,<br>NOT small blocking pieces. |                         |               |  |
|      | ✓ New rack size is considered 100mm less e.g., 810 becomes 710.   |                         |               |  |
|      |   |                         |               |  |



| Task | Task Step Description   | Hazard/Risk                                       | Type<br>S,Q,E | Controls |
|------|---|---|---------------|----------|
|      | <ul> <li>D. Material for Product Protection</li> <li>✓ This rubber is to be a minimum of 10mm thick and 250mm wide.</li> </ul>  | Incorrect edge protection used, resulting in load | Safety        |          |
|      | Rubber bonded to the timber may be less than 250mm. The minimum width of 250mm is necessary to ensure that the rubber stays in position during loading by resting on the base of the rack, eliminating possibility of:  • injury caused by repositioning the rubber during loading; and rubber slipping down under the product during travel. | shifting or load restraint failure.               |               |          |
|      | Product protection rubber (e.g. conveyor belting/industrial rubber) under the coil should extend past the edges of the coil/roll/reel.  |   |               |          |
|      | E. Edge Protection  Edge Protection should be used under all chains where product damage may occur.  Acceptable edge protectors include:  |   |               |          |
|      | Polyurethane Angles (preferred option);   |   |               |          |
|      | <ul> <li>Industrial Rubber (minimum 10mm thick). Rubber must be free from all holes and defects<br/>(including dirt and oil);</li> </ul>  |   |               |          |
|      | Other approved forms of edge protection.  |   |               |          |
|      |   |   |               |          |

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| Task | Task Step Description  | Hazard/Risk   | Type<br>S,Q,E | Controls |
|------|--|---|---------------|----------|
|      | <ul> <li>F. Chains &amp; Chain Load Binders</li> <li>✓ The recommended transport chain is 8mm chain to Australian Standard AS/NZ4344.</li> <li>• Refer to the load restrain guideline "Chains, Hooks and Binders" for chain and binder information.</li> <li>• For load binder safety information, refer to the transport guideline</li> </ul> | Incorrect load<br>binder used,<br>resulting in load<br>shifting or load<br>restraint failure. | Safety        |          |
|      | <ul> <li>"Manual Handling".</li> <li>G. Webbing &amp; Webbing Load Binders</li> <li>✓ All webbing must be woven polyester, polymide or polypropylene load restrain webbing to AS/NZ4380 or approved equivalent, with a minimum 2.0 tonne lashing capacity. Such webbing is normally 50mm wide.</li> </ul>                                      |   |               |          |
|      | Load restraint for webbing is usually governed by the tension applied by the binder.  Refer to "Webbing and Binders" Section for further information.  |   |               |          |
|      | H. Rope  | NOTE. Do not use ropes for  |               |          |
|      | Rope is <b>NOT TO BE USED</b> for load restraint of heavy steel products.  | load restraint purposes.  |               |          |
|      | ✓ Rope can be used for tarping only.   |   |               |          |
|      | Rope may be used for light weight customer pickups only, in accordance with to National Road Transport Safety Guidelines.  |   |               |          |

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### 18. VERSION HISTORY

| Version | Issue Date | Key Changes   | Authorised by | Review Date |
|---------|------------|---|---------------|-------------|
| 3       | 21/9/2018  | Rebranded as BBRG.  | BR            | 21/9/2020   |
| 4       | 24/9/2018  | Migrated from previous entity (MolyCop/OneSteel) guidelines (based on BlueScope LRG17 v6.1 11/5/2010, LRG80 v1.1 30/9/2008, LRG18 v4.1 12/4/2006, LRG16 v6.2 10/10/2008).  Added additional clauses for webbing use and maintenance.  Added dunnage for Stems and Pendant reels.  Removed references to Miscellaneous Equipment not used by BBRG Australia (Galas Corners & Chain Retainer – both are specific to Railway Wheels) | BR            | 24/09/2020  |
| 5       | 15/09/2021 | Version Update – change of authoriser   | GC            | 16/09/2023  |
| 6       | 12/08/2024 | Branding change and updates in yellow   | PB            | 12/08/2027  |

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