

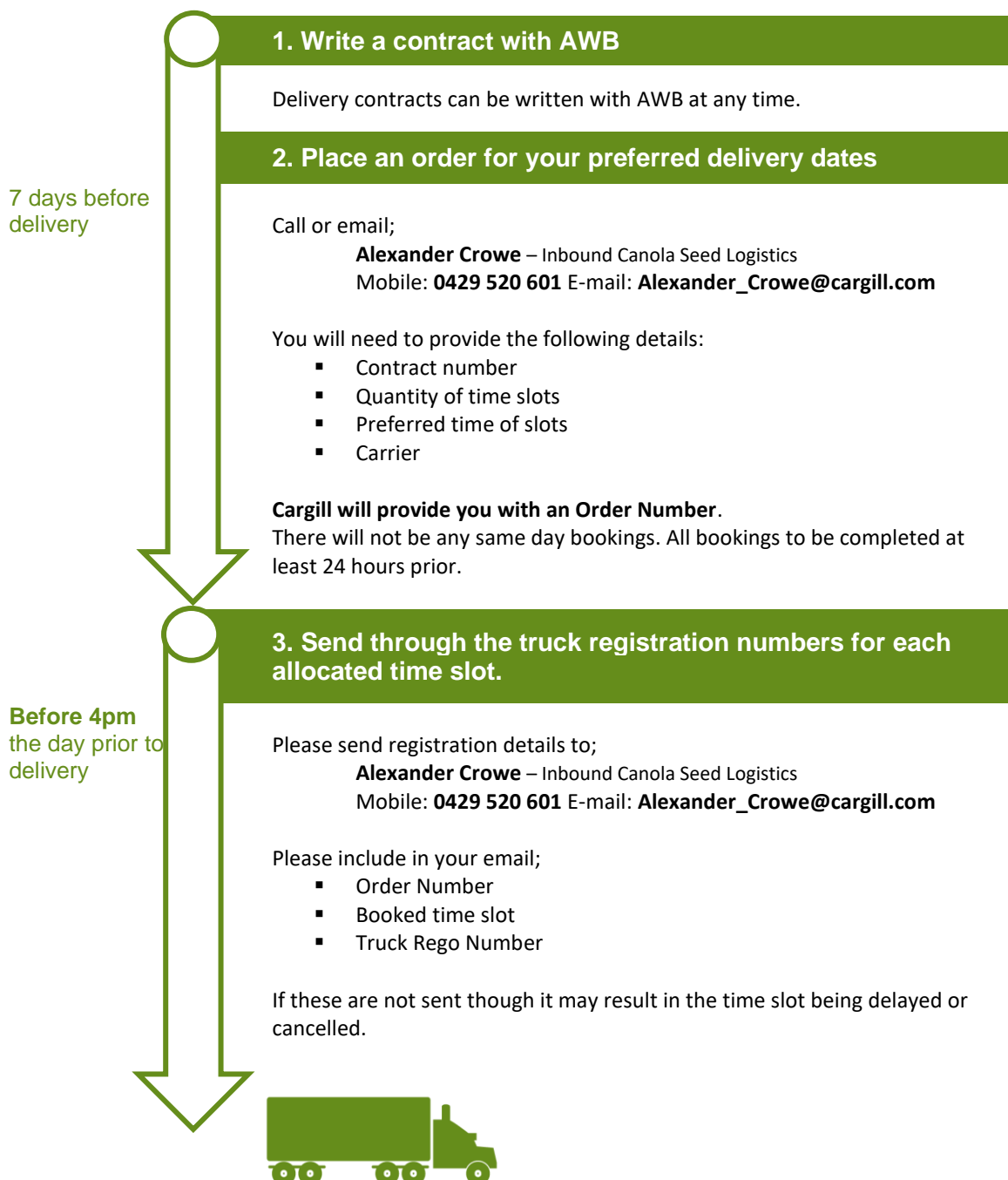


## Newcastle Crush Plant Seed Delivery Instructions

All seed deliveries into the Cargill crush plant at Newcastle run on time-slotting procedures. The schedule runs of 45min time slots with a maximum of 2 trucks to be booked per slot.

Time slotting is used to assist all parties involved by managing expectations. We will endeavour to be as flexible as possible to match requested timeslots as we understand road transport plans are constantly changing. However, in peak demand periods timeslots may be allocated later than anticipated. Cargill do this to ensure there is no pressure put on any driver or transport company to break road or fatigue management laws.

### Order and Delivery Process



### **Timeslots available**

6:15am - 6:45am	9:45am - 10:30am	1:30pm - 2:15pm
6:45am - 7:30am	10:30am - 11:15am	2:15pm - 3:00pm
7:30am - 8:15am	11:15am - 12:00pm	3:00pm - 3:45pm
8:15am - 9:00am	12:00pm - 12:45pm	3:45pm - 4:30pm
9:00am - 9:45am	12:45pm - 1:30pm	4:30pm - 5:15pm

### **Amendments to timeslots**

Timeslots can be amended or booked anytime between 9am – 5.30pm up to the day prior of delivery, subject to confirmation with Cargill.

### **Cancellations**

Please advise via phone call or e-mail if booked trucks are to be cancelled no later than close of business the day prior to delivery

### **Late for a time slot**

Should a truck be late for an allocated timeslot, Cargill will provide the next available slot and will endeavour to work them into the schedule as best as possible.

## Delivery Instructions for drivers

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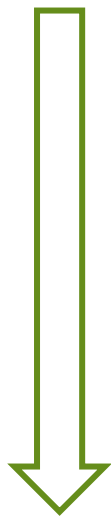
We appreciate the cooperation of all carriers to abide by the below procedures when delivering into the crush plant during harvest.

### Before you leave farm



All loads delivered will need the appropriate completed Declarations Forms. Without these forms loads cannot be tipped.

### On Arrival



***51 Raven Street, Kooragang Island, Newcastle, NSW.***

Please arrive in Raven Street and liaise with the weighbridge (**UHF 33**) either within the designated slot or no earlier than 10 mins before the start of the designated slot. Do not drive straight into the plant without liaising with the weighbridge operators first.

Trucks may briefly wait in Raven St prior to delivering although, trucks are not permitted to wait in the street for long periods in order to conform to council regulations.

Please do not park in or around the crush plant overnight, and do not park across neighbouring driveways which will affect vehicle access, as this may result in a parking offence

### Weight bridge and Tipping



Please quote relevant order number once entering into the plant.

Any trucks arriving not quoting their order number will not be tipped and will have to wait until office hours (9am to 5.30pm) to be confirmed.

The order number is provided when booking in timeslots. The order number is a 6 digit number usually starting with **2** and will be on the top of the completed Declarations Form.

Provide all appropriate Declaration Forms to the weighbridge. Without Declarations Forms the truck cannot be tipped.



## Minimum Personal Protective Equipment (PPE) Requirements

Please remember all your (PPE). Truck Drivers not adhering to these site rules will not be allowed on site.



- Hi-Vis Long Sleeve Cotton Shirt or Hi-Vis Vest if the shirt is not Hi-Vis
- Cotton Trousers (NO Shorts)
- Steel Toed Safety Boots
- Safety Glasses
- Hard Hat

### Late deliveries

Late trucks will be unloaded at the discretion of the weighbridge operators, depending upon schedule activity or available slots.

## Contact Cargill

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**Bianca De Vito** – Inbound Canola Seed Logistics

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