

Guideline for Polymer collection by Customers / Hauliers (FCA)



Safety Regulations

For safety reasons, the rules governing plant entrance and vehicle movements within LyondellBasell European manufacturing and storage sites are mandatory. Safety and security rules will be communicated and all drivers are required to acknowledge their understanding of these before entering the premises.

Any site routing instructions given to the driver must be strictly observed. Deviation from the prescribed route or failure to observe site rules and / or improper behavior by the driver may result in the driver being instructed to leave the site with immediate effect.

LyondellBasell will not accept any responsibility or liability for delays, contamination to product or other damages resulting from or in connection with any customer, haulier, driver and/ or vehicle or any other third parties acting on the customer's behalf not complying with the information and instructions provided in this document.



Drivers must comply with all safety and security rules on site.



Those rules include – but are not limited to – the following items:

- The use of specified personal protection equipment (PPE) is mandatory
- Mandatory use of available & provided safety equipment
- Mandatory use of fall protection equipment including safety harness (where applicable) for bulk loadings (The safety handrail is not considered a safe method of “working at height” and local site facilities must be used).
- Bulk drivers must ground the vehicle with the earth cable before loading
- Drivers must not leave vehicles unattended
- The use of alcoholic drinks and/or drugs on site is strictly prohibited
- Observation of road signs, speed and safety regulations
- Smoking is prohibited within the premises
- Taking pictures or videos on site is prohibited
- Drivers must in all cases follow the instructions of LyondellBasell personnel on site
- Drivers are only allowed in defined areas which are identified

The vehicle must fulfill all safety requirements prescribed by law. Vehicles or its accompanying equipment that is not considered safe for loading and/or unloading operations will not be allowed on site and LyondellBasell Manufacturing and Storage sites reserve the right to refuse entry to any vehicle at the gate.

- The driver must be fully informed as to the precise capacity and/or tare weight of the equipment, and must relay the information to the LyondellBasell staff.
- Incompatible materials, which could present a serious risk of contamination when in contact with product(s) to be collected, must not be present on the vehicle, nor should they be subsequently loaded while the collected products are still on board.
- Trailers must have sufficiently strong floors to allow access by fully laden forklift trucks. Local restrictions should be checked prior to loading.
- All goods must be safeguarded, latched and secured according to legal regulations. Drivers refusing to do so may not be allowed to leave / enter the site.

Personnel Protective Equipment (PPE) for Drivers

A full PPE for truck drivers consists of:



Safety Helmet
(EN397)



Safety shoes
(EN20345 S1 closed)



Gloves (EN388
if required by
task)



Full body
covering
clothes



High-visibility
jacket (EN471)



Safetyglasses
(EN166-3 with
side guards)



Hearing
protection
(if required
by task)



Harness
(for bulk
loadings)

This protective equipment:

- Must always be available on the vehicle
- Must be worn by the driver when operating within a LyondellBasell site

Pre-registration for collecting the goods & documents to be presented by the driver:

Prior to loading the customer needs to register the truck for loading via LyondellBasell TMS (Transporeon). For these purposes the customer receives an email containing a unique token link into TMS. TimeSlot needs to be booked latest until 2:00 pm of the day prior to loading.

Driver's name & number plate need to be provided via TMS prior to loading. Alternatively a copy of the LyondellBasell customer collection order (CCO) that is signed and stamped by the customer can be presented by the driver.

Failure to meet a predefined timeslot booking may result in the truck being rejected or subject to loading delay.

Driver needs to register by naming

- LyondellBasell reference no. (transport/shipment number)
- Vehicle and trailer number
- Name (valid ID-card/driving license)
- Destination country of the goods

For bulk collections the cleanliness of the provided equipment and the provision of a cleaning certificate is the sole responsibility of the customer.

LyondellBasell recommends to customers to follow the guidelines for [THE CLEANING OF DRY BULK POLYMER TRANSPORT TANKS](#) issued by CEFIC in February 2017.

Cargo Securing Requirements for Packed Cargo



Quality and condition of the truck

Quality and condition of the load security fixings

The European Norm EN 12195-2 for securing straps from man-made fibers, EN 12640 for securing points, and EN 12642 for truck construction provide clear guidelines for trailers used in the transport of our products.

The minimum requirements for standard land transport equipment are:

- Intact and sufficient securing straps and ratchets according to EN for each row of pallets.
- Intact and sufficient securing points according to EN to fix each pallet by top-over lashing.
- XL-trailers are particularly recommended and need to have the specified number of planks and/or reinforced curtains (according to EN12642-XL certificate). For transports within or crossing Germany, curtain sided L-trailers are still required to have 5 planks per section and trailers with side boards require 3 planks per section.

Own collection of packed goods by 40' export containers is possible, if agreed in advance. In addition to the general conditions the following requirements are applicable:

- Only on FTL (Full truck load) basis.
- Container has been inspected and checked being clean, undamaged and in proper condition when picked up from the depot prior to presenting for loading.
- Container floor able to support weight of forklift truck and product.
- Time slot agreement mandatory and to be respected. No loading without or outside timeslot.
- SOLAS certificates will not be issued by LYB, as this is the responsibility of the shipper.



About LyondellBasell

LyondellBasell (NYSE: LYB) is one of the world's largest plastics, chemical and refining companies. The company manufactures products at 55 sites in 18 countries. LyondellBasell products and technologies are used to make items that improve the quality of life for people around the world including packaging, electronics, automotive components, home furnishings, construction materials and biofuels.

More information about LyondellBasell can be found at www.lyb.com

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Supply Chain Europe

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