

## SAFE TRUCK/TRAILER LOADING PROCEDURE

To ensure the safety of our employees and contracted drivers, the following requirements **MUST** be followed.

### ***Load it SAFE or do not send!***

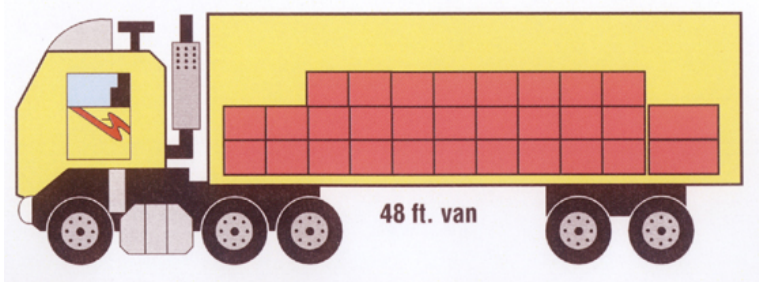
#### **Before loading bales**

- Inspect the trailer before loading to make sure the trailer is safe and clean
- Make sure bales are of good integrity and have adequate wires
- Know the safe, acceptable load patterns

#### **What to know while loading bales**

- **ALWAYS** turn the last row of bales lengthwise to prevent bales from falling/shifting against the door during transit. The last row of bales must be no more than 2 high. ***THERE WILL BE NO EXCEPTIONS TO THIS RULE!*** (Failure to adhere will result in termination of purchases.) ***SEE DIAGRAM FOR EXAMPLE OF BACK BALE LOAD PATTERN.***
- **Never** put a stack of three bales next to a stack of 1 bale.
- Stack bales squarely for easy offloading and storage. Do not load with pallets.
- Do not place small bales on the bottom with large bales on top.
- Do not place high density bales on top of low density bales.
- Bales often expand inside vans -- leave room to unload safely. Do not stuff vans.

Loads can be rejected for the following reasons:



- Acceptable load patterns are not followed
- Bottom bales break and let stacks fall during unloading.
- Quality is poor or dangerous materials are present.

