

## ANZRP PACKING AND LOADING REQUIREMENTS

### 1. OVERVIEW

Under Heavy Vehicle National Law Chain of Responsibility (COR) requirements, each party involved in the transport supply chain has a duty to minimise health and safety risks to themselves and others. As packers and loaders of freight, you must take reasonable steps to prevent breaches of vehicle mass, dimension, loading and fatigue restrictions. This applies whether you're packing or loading a shipping container, skip, stillage, pallet, wheelie bin, IBC or carton.

Key responsibilities of packers and loaders to comply with COR and WHS requirements include:

- Securely packing goods
- Clearly marking goods ensuring documentation or booking information is provided and ensuring weight/dimensions are accurate
- Ensuring details of your loading area are provided so the appropriate truck and equipment can be sent
- Minimising delays in loading freight (to prevent driver fatigue)
- Advising if the goods contain dangerous goods or hazardous waste
- Ensuring there are no loose batteries (as they are a fire risk).

### 2. PALLET AND STILLAGE PACKING REQUIREMENTS

The following requirements apply to packing pallets and stillages:

- Heaviest items should be stacked first (bottom-heavy)
- The base of the pallet should be completely covered before starting a new layer
- Parts that can move/open on large equipment should be taped down (e.g. paper trays on printing devices)
- Weight should be distributed as evenly as possible across the pallet/stillage
- TVs and other large items should be stacked upright, not flat or on their side
- There should be no items hanging over the edge of the pallet

- Maximum load height of pallets is 1.6m
- Stillages should not be packed above their top
- All pallets must be shrink wrapped with at least 3 layers, starting from the base to prevent movement. The load should be 100% covered by wrapping.
- Strapping should be used to secure the load to the pallet

### 3. EXAMPLES.



Load is not 100% covered in wrapping and pallet is not secured to load.



Load is covered 100% in wrapping and items are stacked upright.



Heaviest items have not been stacked on the bottom. Items are overhanging the side of the pallet and have not been secured to the base with strapping.



Pallet is wrapped with at least 3 layers. Load is 100% covered in wrapping and load weight spread across covers entire pallet.



**✘** Items have not been wrapped in at least 3 layers of wrapping. Items are overhanging the side of the pallet and have not been secured to the base with strapping.



**✔** Heaviest items have been stacked on bottom and have been stacked upright. Load weight has been distributed evenly across pallet and wrap is being applied across all items.