



YOUR Safety Matters



The Association of
Pallet Networks



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Injuries are down for the sixth year running... and that's down to you!



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The Hub teams work very hard to keep everyone safe. But we know we can't do it without YOU!

It's very important that you know you can always **SPEAK UP** if you see something which doesn't look safe or are asked to do something you think is unsafe.

IT'S ALWAYS SAFE TO TALK SAFETY!

IF SOMETHING GOES WRONG...

Always put your own safety first.

Do not climb into loadbeds to try to fix or move pallets.

Always report it and wait for the team.

Falling pallets can kill.

Falling from height can kill.

Don't let it happen to you.

Did you know?

One quarter of all Hub injuries happen when drivers are using curtains, nets and straps.

Common causes of injury include:

Buckles flailing in the wind | Poorly maintained pole securing mechanisms | Securing and releasing buckles | Pulling curtains | Shifting loads



Protect your hands, head and back when moving curtains!

- Always wear a bump cap, protective gloves and good grip shoes.
- Release tensioner at one end. Undo the buckle or strap nearest the end pole, then release and remove end pole.
- Undo the rest of the buckles in order, always keeping your body behind the fastened buckles. This way, you won't be in the way of any load which falls.
- Using two hands, release the foot of the free pole.
- Stand at the end still attached, grasp two buckles of curtain and pull backwards. Don't try to slide the entire curtain - do it in sections.
- Remember support poles are under a lot of tension. When releasing a pole do NOT stand in front of it. Always stand to the side, so you are out of any hinge-swing area.
- Use your body weight to do the work. Do not twist your body.
- Secure the curtain at the rear of the vehicle if possible.
- To close and secure the curtain, follow the same instructions in reverse.

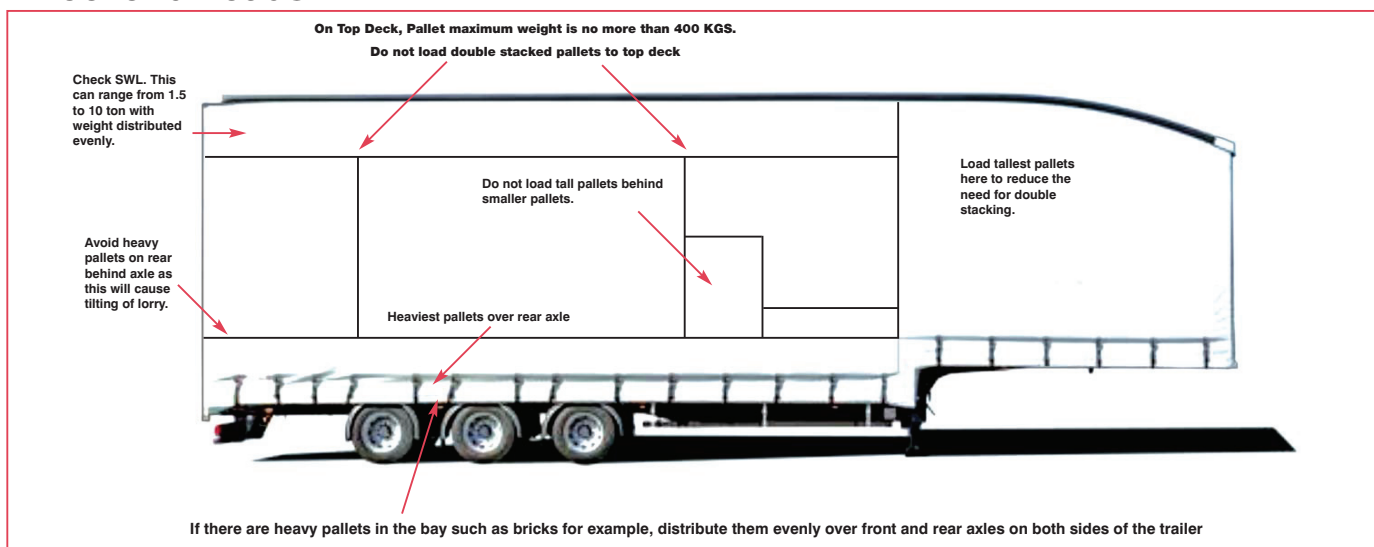


LOADING A DOUBLE DECK TRAILER SAFELY



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Anyone involved in vehicle loading is legally responsible for ensuring its safety, from the moment a pallet is loaded to the moment the vehicle is emptied. That includes **forklift drivers, HGV drivers, fleet operators** and anyone else involved. Safe loading protects drivers, road users, the public and whoever unloads.



DO's

- ✓ Put heavier items and stacks on the main deck or swan neck. Secure them as if on a single-decker.
- ✓ Always load lightweight pallets between the front axle and the back axle of the trailer.
- ✓ Load heavier pallets over the front and rear trailer axles.
- ✓ Make sure all pallets are suitably secured.
- ✓ If forklift truck drivers have any doubt about weight or suitability of a pallet TELL YOUR SUPERVISOR.
- ✓ Weight must always be evenly distributed across the trailer, so the vehicle remains stable.
- ✓ Loading straps or curtains must always be accessible when loading.
- ✓ THINK PYRAMID - heaviest/biggest on the bottom, smallest/lightest on top.
- ✓ Only load pallets no more than 400 kgs on top deck.

And DON'Ts

- ✗ Never double stack pallets on the top deck.
- ✗ Don't rely on internal nets or roof-mounted buckle straps to secure items or stacks weighing more than 400kg.
- ✗ Don't load anything you think is unsafe or unsuitable.
- ✗ Never try to remove a collapsed pallet from the top deck - TELL YOUR SUPERVISOR.
- ✗ Never put hazardous materials on the top deck including: Pallets with poorly wrapped or unsecured freight on them | Batteries | Gas cylinders | Pallets weighing more than 400 kgs | Pallets with uneven distribution of weight | Live loads ie IBCs/liquid tanks.
- ✗ Do not load pallets with poorly wrapped or unsecured freight on them at any time

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YOU'VE GOT THE POWER! USE IT!

Every collection and delivery driver has the power to say whether a tail-lift delivery is safe. Safe for them, and safe for the people near them. Do your risk assessments! It is designed to stop you getting injured or worse. If you say it's unsafe, your depot will back you up.



Is your emergency data up to date?

Remember to enter your ICE – In Case of Emergency – contact info on your phone, along with any medical conditions.



MEDICAL EMERGENCY

- Check for any signs of immediate danger to yourself and others
- Follow D.R.S.A.B.C.D. technique AND alert site trained First Aider
- Render assistance to the casualty and make them comfortable
- If the injury has resulted from a fall, DO NOT move them
- And where possible - do not leave casualty unattended

• Know where the first aid equipment is kept

• Know the names of the trained first aiders at that site



Have you signed up?

Take the health and safety pledge today! You can pick up your certificate at any Hub during World Health and safety Week.

Let's make sure you and all your colleagues go home safe after every shift.

Basic Life Support	
D	Dangers?
R	Responsive?
S	Send for help
A	Open Airway
B	Normal Breathing?
C	Start CPR 30 compressions : 2 breaths
D	Attach Defibrillator (AED) as soon as available, follow prompts
Continue CPR until responsiveness or normal breathing return	

Thought	Action
A - Assess the scene and casualty	• Stop and look, is it safe to approach? Think cross contamination.
A - Alert response (AVPU)	• Ask a question, shout command and touch shoulders. If no response, shout for 'Help!'
A - Airway	• Head tilt and chin lift. Check mouth. Keep head tilted and chin lifted.
B - Breathing	• Look, listen and feel for breathing for up to 10 seconds. With chin lift both on and off.
C - Circulation	• Look for significant bleeds. Check clothing and ground.

DIAL 999 for ambulance attendance

- Stay calm and answer all their questions to the best of your knowledge
- Advise the manager of the current situation
- Secure the area and prevent other persons from entering the immediate area