



SOP 8 Container Handling & Stacking



Background	This quick guide outlines the key requirements for managers and operators when dealing with empty and full containers. This procedure will apply to all staff dealing with empty container parks on Tyne Container Services sites
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PPE	  <div style="background-color: green; color: white; padding: 2px; display: inline-block;">Mandatory</div>	Safety boots and hi visibility clothing
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Depot Safety Rules

Always	<ul style="list-style-type: none"> ✓ Forklift Operators must prioritise safety at all times, if you have any concerns about completing your work safely please contact your Supervisor immediately ✓ Complete and document a pre-start inspection at the start of each shift ✓ Maintain clear and effective 2-way communication at all times ✓ Ensure a minimum of 10m separation between the forklift and any people at all times ✓ All forklift operators to be appropriately trained and licenced and must carry their forklift licence at all times ✓ Forklift Operators and Depot Supervisors must ensure the ongoing safety and integrity of container stacks at all times ✓ Forklift Operators and Depot Supervisors must immediately report all unsafe conditions, unsafe acts, near misses and safety incidents ✓ Forklift Operators and the Depot Supervisor/Manager should conduct a formal verbal handover at change of shift ✓ Monitor weather information via EWN alerts and ensure all requirements of the Safety and High-Wind Events SOP are adhered to at all times
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Container Handling

Always	<ul style="list-style-type: none"> ✓ Containers are to be stacked corner casting to corner casting with no gaps between sidewalls. ✓ Maintain a small gap between container stacks to allow easy stacking and removal. ✓ Never remove containers that are “hooked” or “lipped”. You must contact your leading hand or supervisor immediately for instructions. ✓ Block-stacking or pyramid stacking is to be maintained at all times ✓ Where possible, the containers should be stacked on flat surface ground and all four corner casts should meet the surface. ✓ Single containers must not be left standing alone on tops of stacks at the conclusion of shift or operations ✓ Single stacks of more than two-(2) containers should not be left in place at the conclusion of shift or operations ✓ Heavy Forklift Operators must remain aware of their surroundings and maintain regular via 2-way at all times ✓ Heavy Forklifts must <u>only</u> be parked in designated parking areas
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Safe Operating Procedure

Safe Handling and Stacking

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Container Stacking	
Always	<ul style="list-style-type: none"> ✓ <u>FCL Containers</u> can be stacked to a maximum of five-(5) High ✓ <u>Empty Containers</u> can be stacked to a maximum of seven-(7) High ✓ <u>Empty Topper</u> (canvas) 40 foot containers can be stacked to a maximum of four-(4) High and must be stored in an area of the yard that is protected from High-Winds ✓ <u>Empty Topper</u> (canvas) 20 foot containers can be stacked to a maximum of five-(5) High and must be stored in an area of the yard that is protected from High-Winds ✓ Staking on Fences - containers are to be of pyramid stacked away from the fence line. ✓ Stacking adjacent to Car Parks - containers are to be pyramid stacked, with first stack no more than two-(2) high
Wind conditions	
Always	<ul style="list-style-type: none"> ✓ Refer to the Safety and High Wind Events SOP for specific safety procedures during High Wind events
Never	<ul style="list-style-type: none"> ✗ Never lift a container that exceeds the Forklift manufacturers Safe Working Load recommendations, refer to manufacturers plate specifications on the forklift. ✗ Containers MUST NOT be placed on designated walkways ✗ No forklift driver or yard staff should attempt to save containers during high winds. Dislodged containers must not be moved until the "All Clear" signal has been given by Manager / Supervisor. ✗ Never operate equipment that has been tagged out for service ✗ Never remove a service tag without permission from Management or Fleet Workshop personnel

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