# SITE ACCESS INFORMATION FOR DRIVERS

Standic Antwerpen B.V.
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After passing the barriers and entering the site, drivers should park in the designated area and report to the Check-In.

**General information**
Standic Antwerpen is open to trucks for filling and discharging from 06:30h to 18:00h, Mondays to Fridays. Trucks (tanker trucks, ISO tank containers or flexitanks) must therefore be at the Standic site (Beliweg 3, 2030 Antwerpen) before 18:00.

Pre-requisite for truck handling at Standic Antwerp is a booked time slot via the Transporeon Platform as per August 12th, 2024. Truck handling without a booked slot cannot be executed.
Please find detailed instructions regarding slotbooking on our website:
www.standic.com –transport-information Antwerpen – Carrier Instructions Transporeon

Please contact the Customer Service department with any questions you may have:

| Contact details Standic Antwerpen | E-mail | Phone number |
|---|---|---|
| General | info@standic.com | +32(0)33615055 |
| CSE Antwerpen | cse-antwerpen@standic.com | +32(0)33615055 |
| Emergency number | | +32(0)33615000 |

**Competency test**
For safety reasons, all drivers must be able to communicate clearly in Dutch, English, German or French to a reasonable standard. On their first visit to the terminal, drivers will need to take a competency test to check whether this is the case. This is to ensure that drivers would be able to communicate adequately with Standic staff in the event of an emergency. The competency test consists of an instruction (available in Dutch, English, French or German and available on www.standic.com – transport-information Antwerpen) and a test in the language of the driver's choice (Dutch, English, French or German). Following successful completion of the test, drivers are given access to the terminal for a period of two years. If the driver does not successfully complete the test, he/she may make another attempt after 48 hours. On a random basis during this period, drivers may need to answer a number of questions before entering the site.

**Paperwork required for site access**
Documentation containing the following information must be presented:

- Filling/discharge point
- Product name and code, if required
- Order number
- Volume to be filled/discharged
- All original documents of the driver and truck (tank, iso or flexi)

Once the competency test has been successfully completed and the required documentation has been submitted, the following documents will be issued:

- Permit to enter the site
- Internal order for filling/discharge (to be presented to the Standic employee at the filling/discharge point)
- Maximum tank/container capacity

**Legislative checks carried out by Standic:**

- Compliance with ADR regulations
- Compliance with domestic traffic regulations
- Tank/container capacity checks due to new filling procedure (no drivers allowed on top of the tank during filling)
- Driver identity documents (ID card or passport and ADR-certificate)

**Guidelines on Personal protective equipment (PPE):**



Flame-retardant (EN ISO 11612) and anti-static (EN ISO 1149) overalls must be worn by all persons with access to our site.
If the product specifications require chemical protective clothing, this clothing must also meet the following specifications in addition to the above: chemical splash resistant EN ISO 13034.

**Personal protective equipment (PPE) to be provided by the driver:**

The following personal protective equipment must be available to drivers and worn where indicated:

Minimum requirements (always mandatory):

- Clothing covering the arms, legs and body
- Safety shoes, safety helmet and safety glasses with side shields, or chemical-resistant safety goggles
- Safety gloves

Clothing must be put on before entering the terminal.

Depending on the product, drivers may need to wear additional items of protective equipment, such as a chemical suit (anti-static and flame-retardant), chemical-resistant safety goggles / face shield, filter mask and chemical gloves. No access will be granted to the terminal if a driver does not have this equipment.

If the product specifications require the use of respiratory protection equipment (this also applies to some non-ADR products), drivers with a beard or stubble will not be granted access to our terminal. Drivers must demonstrate that the respiratory protection equipment fits snugly around their face without their beard or stubble negatively affecting the fit.

Standic does not have any personal protective equipment (PPE) it can loan to drivers.

**Driver physical fitness**
Filling and discharging are strictly prohibited if it is clear that the driver is:

- under the influence of alcohol, medication or drugs
- noticeably tired

**Conduct**
Obligations:

- Follow the instructions issued by company employees and observe the site procedure and any warning signs
- Request permission before entering any site or carrying out activities
- Observe speed limits and traffic signs and follow the routes indicated
- Turn off the main power switch (if there is one) when at the filling point
- Stay near your vehicle during filling/discharging (but do not sit in the cab)
- Park only where permitted and turn off the engine (leave the key in the ignition switch)
- In the event of a gas or fire alarm sounding, observe the 'Turn off engine' signs
- Switch off all means of communication (mobiles, CB radios) (GPS may be left on)
- Keep work areas clean and easily accessible
- Immediately report any spills, fires or accidents to the operator

Prohibited:

- Possession or use of alcohol, drugs or weapons
- Overnight stays at the terminal
- Eating and/or drinking at the filling/discharge point
- Leaving waste on Standic premises
- Criminal activities, such as theft
- Smoking on site, except where specifically permitted
- Use of mobile phones, tablets, etc.
- Use of cameras, videos, etc.
- Unauthorised passengers or animals
- Connecting and disconnecting hoses and/or operating terminal valves independently

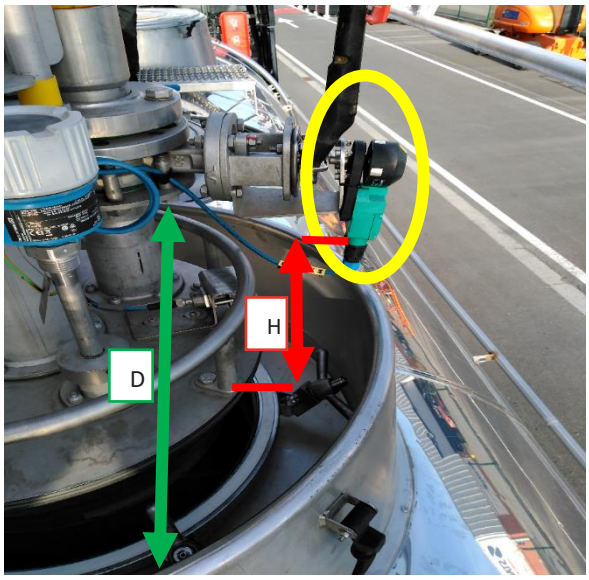
Failure to comply with the terminal rules may lead to a penalty (in the case of a minor violation) or a ban from the terminal (in the case of more serious or multiple violations). This will mean the driver no longer being admitted to the terminal (on a temporary or permanent basis). Any other rules introduced at the terminal on a temporary or permanent basis will be available from the Customer Service desk.



**Requirements for filling tanker trucks:**

- 3" female Elaflex coupling
- Manhole diameter of approx. 500 mm
- All trucks/containers (ADR and non-ADR) must have an outrigger pad indicating capacity
- The spill tray has to meet the following requirements:

✓ The height of the spill tray around the man lid is not to be higher than 10cm. (This you can measure from the top rim of the manway) See the red arrow indicated on the photograph.
✓ The minimal diameter of the spill tray of the manway should be 70cm. See the green arrow indicated on the photograph.
✓ One of the above examples is obligated in order to manoeuvre the loading arm. This to enable the loading arm to lower sufficiently to reach and seal onto the manway by allowing the hand valve and position pointer to be slightly out of alignment. See the example indicated with the yellow circle.
✓ Be aware that if the manway does not successfully close the pressure sensor will not be activated and the system will automatically be blocked which will stop the loading procedure.




**Requirements for discharging flexitanks:**

1) Standic uses 3" Elaflex couplings. The flexitank must be fitted with the appropriate equipment for discharge using such couplings.

2) Both flexibag and valve must be attached to the container before arrival at the Standic terminal. Standic has no equipment available for attaching a flexibag or flexibag valve to the container.

3) The valve must be located very close to the bottom of the container to avoid excessive product spillage when the flexitank is emptied. In addition, the valve handle should be accessible both during and after loading.

4) Standic employees are not permitted to enter flexitanks to fold the bag or for any other purpose.

**Requirements for filling flexitanks:**

1) No air vent is required. If the flexitank does have an air vent, the following requirements apply: the air vent tube must protrude from the container so that Standic staff can see that it is working properly. This air vent tube must be properly attached to the container to prevent any kinks in it.

2) Standic uses 3” Elaflex couplings. The flexitank must be fitted with the appropriate equipment for filling using such couplings.

3) Both flexibag and valve must be attached to the container before arrival at the Standic terminal. Standic has no equipment available for attaching a flexibag or flexibag valve to the container.

4) The valve must be located very close to the bottom of the container to avoid excessive product spillage when emptying the flexitank at the discharge point. In addition, the valve handle should be accessible both during and after loading.

5) Container walls must be covered with protective material (e.g. cardboard).

6) There must be a protective layer on the underside of the container.

7) Flexitanks are always filled to their full capacity.

8) Only an automatic venting system is acceptable.

9) Preferably, use a 20ft container along with a long chassis. The container should be positioned flush against the back of the chassis. This will enable a frame to be placed to accommodate and protect and support the product hose.

**Loading and unloading using closed loop:**

If the use of a closed loop is necessary during loading or unloading, we would like to ask you to carefully read the information on our website: www.standic.com - transport information Antwerp - closed loop instructions.