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Load Securing at Mohn Media Mohndruck GmbH

Content

2 Preface

Scope

Legal foundations

3 Vehicle requirements

General vehicle requirements

Securing Material

Truck condition

Pre-Loads

7 Load Securing

Load Securing while using Code XL certified Trucks

Load Securing while not using Code XL certified Trucks

8 Miscellaneous

Preface

As one of the biggest printing companies in Europe, Mohn Media ships several thousand pallets with print products to Germany, Europe and overseas. Besides the accurate production our multifarious customer base expect their products to be delivered on time and in perfect condition. Therefore we attach great importance to roadworthy packaging and

load securing. The Legislature takes us, as shipper of the loads, as well as the carrier of the loads into accountability when it comes to correct loading and load securing. As a result, this guideline is supposed to support both our employees as well as the contracted hauliers at correct load securing.

Scope

This Guideline is aimed to all participants in the loading and transport area, as well as hauliers and carriers who are rendering transport services on the ba-

sis of an agreement with Mohn Media. It also aims at self-organized transports. These Information shall be forwarded to any involved subcontractor.

Legal foundations

The following laws and provisions were used as basis for this guideline:

§24 StVO: Cargo, including equipment for load securing and loading devices are to be stowed and secured so they won't fall over, roll back and forth, fall down, or create avoidable noise, even during emergency braking or sudden evasive maneuvers.

§23 StVO: Whoever drives a vehicle is responsible that his sight and hearing are not affected by the occupation, animals, cargo, equipment or condition of the vehicle. Whoever drives a vehicle is also responsible that the vehicle, haul, carriage as well as the cargo and the occupation are according to regulations and that the traffic safety of the vehicle is not impaired by the cargo or the occupation. It must also be ensured, that the required markings are always clearly legible. Mandatory lighting equipment must also be fitted to motor vehicles and their trailers during the day and be ready for operation.

§30 StVZO: Vehicles must be built and equipped in such a way that their normal traffic operations do not damage or more than unavoidably endanger, handicaps or harasses anyone.

§31 StVZO: The holder must not order or allow the commissioning, if it is known to him or must be known that the driver is not suitable for independent guidance or the vehicle, the haul, the carriage, the load or the occupation is not in accordance with the regulations, or that the Road safety of the vehicle suffers due to the load or the occupation.

§412 HGB: As far as circumstances or the custom of the market does not indicate otherwise, the shipper has to load the goods in such a way that they are safe for transport, to stow and fixate and unload. The carrier is responsible for the operationally reliable loading.

Vehicle Requirements

General Vehicle Requirements

Vehicles must comply with current standards and regulations. Since the vehicle bodywork is used to secure the load, we presuppose the use of stable vehicle superstructures according to DIN EN 12642 „Code XL“.

When using less stable vehicle superstructures (Code L), load securing measures will be performed. In order to be able to test the vehicles for the mentioned requirements, it is absolutely necessary that the driver has a copy of all relevant certificates.

According to §23 StVO, the driver is also responsible for ensuring that the road safety of the vehicle is not impaired by the load. For this reason, the driver must observe the correct load (axle load, payload, load distribution plan) of the vehicle during loading. In addition, the driver must follow the instructions of the ramp personnel with regard to load securing and occupational safety measures.

Securing Material

Vehicles must always be equipped with sufficient securing material. That includes:

Anti-slip mats with a coefficient of friction of at least $\mu = 0.6$ according to VDI 2700 sheet 14.

According to VDI 2700 sheet 15, anti-slip mats may not be used for the following damages:

- Abrasion on the surface
- swollen spots
- Broken out materials
- Permanent pressure marks or deformations
- Ruptures
- Damage caused by contact with aggressive substances
- Pollution that impairs the function
- Embrittlement



Anti-slip mat in good condition



Anti-slip mat ready for disposal

The use of Code XL certified trailers or box vehicles does not release you from the obligation to carry anti-slip mats. In the case of partial loads, pre-loaded vehicles or other special cases, these may become absolutely necessary!

Two-part lashing straps in accordance with DIN EN 12195-2 with a standard tension force (STF) of at least 250 daN (for loading paper rolls, min. 500 daN).

According to DIN EN 12195-2, lashing straps may not be used in case of the following damages:

Damage to the belt strap

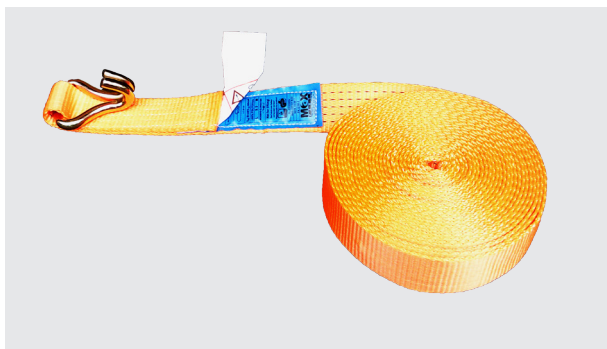
- in case of yarn breaks due to excessive wear and tear
- Yarn incisions (more than 10% at the selvedge)
- Other questionable damages
- missing and illegible markings
- Damage to the joints (seam)
- Deformation due to heat influence
- Damage caused by aggressive substances (chemicals)

Damages to the ratchet

- Wear on the gear rims
- broken tension lever
- Deformation of the clamping element on the slotted shaft of the transport slider
- Damage to the hook
- Widening at the hook by more than 5%
- Fractures, considerable corrosion, permanent deformation

Damage to the label

- missing belt label
- if data on the label is no longer readable



Examples of intact lashing straps



Plastic edge protectors

- Undamaged and in sufficient quantity (min. 28 pieces)



Intact edge protectors

Locking beams / locking bars

- For rearward securing of partial loads

If the required securing materials are not available in sufficient quantities, the driver can purchase anti-slip mats, lashing straps and edge protectors from Mohn Media. The costs are transferred to the shipment invoice. The purchase is documented by Mohn Media.

Prices:

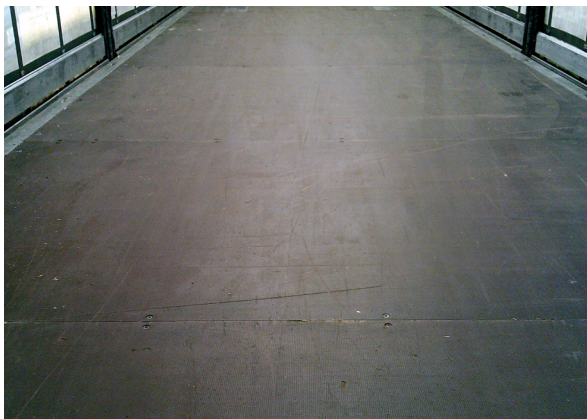
Anti-slip mats =	23,50€ / Roll (15 metres)
Two-part lashing straps =	30,00€ / Strap
Edge protectors =	4,00 € / Piece

Vehicle condition

Furthermore vehicles must be in perfect technical condition. That means:

Vehicle floor

- No holes, fractures, protruding wooden parts or nails or severe deformation
- Broom clean, dry and grease-free.
- If the vehicle has been used in advance for food transport (such as meat), it must be thoroughly cleaned prior to use at Mohn Media.



Intact and broom-clean vehicle floor



Unacceptable vehicle floor

Side panels / bows

- Wooden panels undamaged, without subsequent repair
- Aluminium panels without fracture or strong deformation



Intact aluminum panels



Damaged side panels

Roof / tarpaulin / side walls

- Tarpaulin and vehicle roof without ruptures and holes
- Box truck without breakage or severe bulging

If vehicles do not meet the previous standards, Mohn Media reserves the right to refuse loading and request a new vehicle. We also reserve the right to charge the carrier / haulier with the costs incurred directly or indirectly as a result of the new request.

Preloads

If vehicles are equipped with a pre-load, it must be properly secured. If this is apparently not the case, the driver will be given the opportunity to perform subsequent securing. If this is also not possible for any reason, loading will be refused. Pre-loaded goods are not moved by Mohn Media employees for insurance reasons. A subsequent securing cannot be made at the loading ramp. Necessary tools for moving the goods are not provided by Mohn Media.

In addition, other items not forming part of the cargo, such as bicycles, seats, etc., must be stowed and secured in such a way that they do not hinder or endanger loading, nor can they damage the goods during transport. Failure to comply will result in refusal of loading.

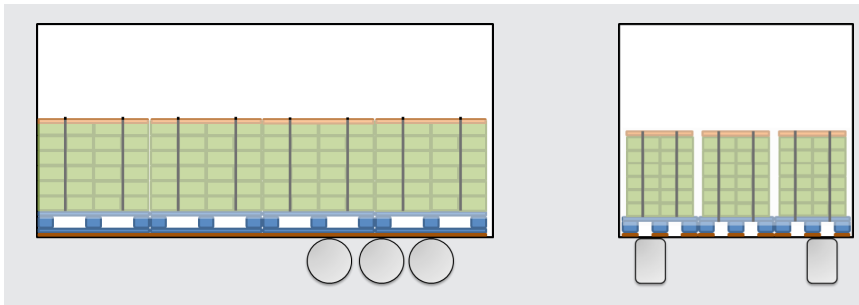
We reserve the right to charge the freight forwarder/transport service provider with the costs incurred directly or indirectly as a result of the subsequent securing. The resulting costs incurred by the forwarder/transport service provider cannot be claimed against Mohn Media Mohndruck GmbH.

Load Securing

Load securing when using Code XL certified vehicle bodies

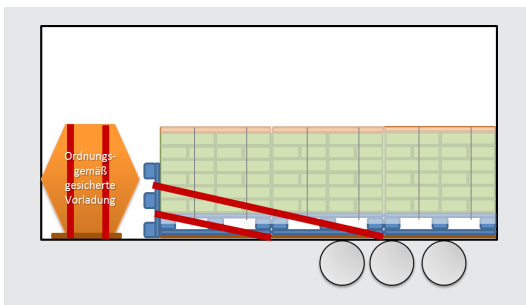
Standard print products

Leaflets, books, self-mailers, catalogues etc. are packaged by Mohn Media in such a way that they can be regarded as stable loading units. They are loaded form-fit and secured by the vehicle body. Any gaps between the packaged goods (see illustration) do not have to be filled out due to the packaging.

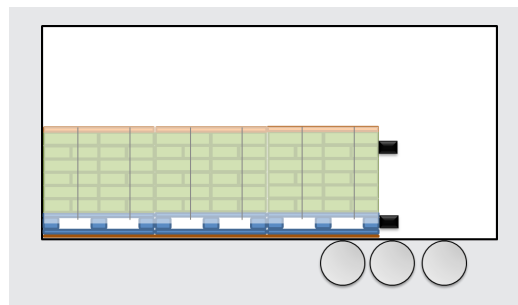


Full load

Anti-slip mats are used for partial loads or preloaded vehicles due to the lack of form-fitting. Locking beams / locking bars are then used for rearward securing. A double spring lash with empty pallets is used for securing in the direction of travel.



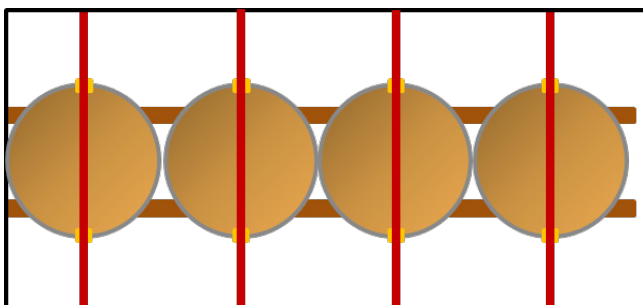
Securing in the case of pre-loads



Securing for partial loads

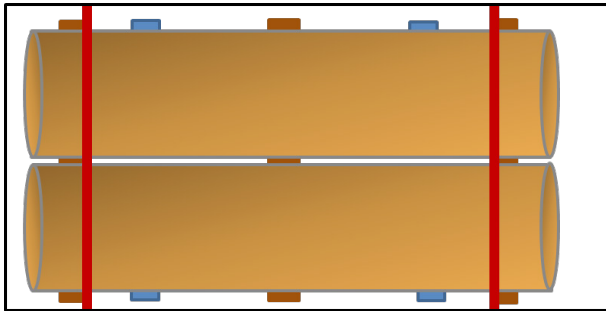
Paper rolls

Upright paper rolls with form-fit loading in the direction of travel are secured with a lashing strap (min. 500 daN STF) per roll, edge protectors and anti-slip mats. Free-standing rolls are secured crosswise with two lashing straps.

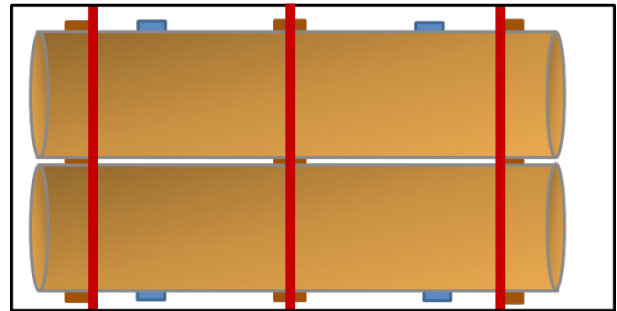


Securing standing paper rolls

Paper rolls loaded horizontally with the winding axle parallel to the direction of travel are secured with safety wedges, two lashing straps per roll and anti-slip mats. The lashing straps must be positioned on the outer edge of each roll. From a weight of 5 tons per roll or pair of rolls, three lashing straps must be used.



Securing up to 5 tons per roll (or pair of rolls)



Securing from 5 tons per roll (or pair of rolls)

Please ensure that sufficiently dimensioned safety wedges with a wedge angle of at least 35° are used. The wedge height must be selected according to the roll diameter, but at least 0.1 times the roll diameter. Anti-slip mats are also placed between the paper roll and the safety wedge.

Ink container and IBC container

Due to their dimensions, these loads can be loaded in a fully form-fit manner. Individually standing containers are secured with a lashing strap and anti-slip mats. Due to the unstable container grille, edge protectors should be used for IBC containers.

Load securing when using vehicle bodies without Code XL certification

Generally, each load on vehicles that do not comply with DIN EN 12642 „Code XL“ is additionally secured with a lashing strap per row of pallets, edge protectors and anti-slip mats. Free-standing cargo is secured with two lashing straps.

Miscellaneous

After loading, the safety measures taken are recorded in photographic documentation. The driver must also confirm the correct loading of the truck by a signature.

