

## General instructions for the safe loading of vehicles and vehicle packaging units

### General notes

Sections 3 and 4 of the German Health and Safety at Work Act define the employer's basic duties and the generally applicable principles of occupational safety. In particular, preventive measures have to be taken to minimize and, in the best case, to exclude risks for employees.

To fulfil these duties it is necessary that at least the following requirements should be met for the vehicles/packaging units to be shipped.

Vehicles and packaging units are delivered to the terminal of UNIKAI Lagerei- und Speditionsgesellschaft mbH, Hamburg – shed 48 – subject to the condition that the following regulations and requirements have been met.

#### 1. Labelling of weight

Cargo items in excess of 1,000 kg gross weight – hence vehicles as well – intended for shipping must be provided with details of their weight in accordance with the German Act Governing Weight Indications on Heavy Cargo Items Transported on Ships. Such indication of the weight shall be affixed by the shipper.

Any infringement of this regulation may be penalized as an administrative offence and subject to a fine.

Section 28 of the Quay Operation Regulations applicable in Hamburg allows quay operators to re-inspect any missing or questionable weight declarations by a weighing operation conducted at the expense of the person obliged to provide the declaration.

Any deviation from this regulation will only be tolerated by the authorities in the case of *new unladen* vehicles.

#### 2. Indication of centre of gravity

The centre of gravity must be indicated if the centre of gravity of the cargo item or packaging unit is not within its centre of buoyancy or is not clearly identifiable (DIN EN ISO 780).

The centre of gravity shall be indicated by the shipper.

Laden vehicles and packaging units without any indication of the centre of gravity will not be loaded by the quay operator.

#### 3. Requirements for packaging units (stacked vehicles)

Vehicles intended to carry other vehicles by means of the so-called "piggy back" or stacking procedure must comply with the regulations in Section 22 of DGUV regulation 70 with regard to their vehicle bodies, body parts, devices and aids for securing the cargo.

The stacking of vehicles is based on the regulations for the loading of vehicles. DGUV regulation 70 demands the following in this connection:

*“Vehicles may only be loaded in such a way that the permissible values for*

- 1. total weight,*
- 2. axle load,*
- 3. static drawbar load and*
- 4. fifth-wheel load*

*are not exceeded. The load shall be distributed in such a way that the driving characteristics of the vehicle are not impaired beyond an unavoidable level.”*

Section 23 (1) of the German Road Traffic Regulations (StVO) governs the following obligation incumbent upon the driver:

*“The driver of the vehicle is responsible for ensuring that his/her vision... is not impaired by the occupancy, the load ... or the condition of the vehicle. The driver shall ensure that the vehicle, the tractor, the trailer as well as the load and the occupancy are compliant with the regulations and that the road safety of the vehicle does not suffer due to the load or occupancy ...”*

DGUV regulation 70 contains the following regulation:

*“Vehicles may only be used for their intended purpose. They must be in a safe operating condition and suitable for the proposed purpose.”*

Vehicles known as "vans" and "big vans" with payloads that make it difficult or even impossible to drive the vehicle properly will not be loaded by the quay operator. As long as the aforementioned regulations and obligations are not fulfilled, the quay operator shall on this basis claim the right to refuse to ship vehicles or to stack vehicles as one packaging unit.

Packaging units that are obviously overloaded must not be shipped. As a matter of principle, the vehicle to be stacked must not be heavier than the lower vehicle and protrusion of the rear axle of the upper vehicle must be avoided.

#### 4. Securing the cargo

Packaging units must be securely lashed separately and also connected with each other.

Insecure packaging units must not be moved. The quay operator reserves the right, which it derives on the basis of the following regulations, to have its own personnel assess the securing of the cargo. Any securing of the cargo classified as unsafe must be rectified prior to loading – at the expense of the shipper – otherwise loading of the vehicle/package unit will not be permitted.

DGUV regulation 70 refers to this subject as follows:

*"The cargo shall be stowed in such a way, and secured if necessary, that any risk to persons is excluded in normal traffic conditions."*

The implementing instructions state the following on this matter:

*"normal traffic conditions also include full brake application or unevenness of the carriageway. The measures for securing the cargo vary according to the nature of the cargo and the design features of the vehicle body. If the vehicle body alone does not guarantee sufficient securing of the cargo, suitable aids shall be used; see also Section 22, Para. 1."*

5. Functional test

Self-propelled vehicles and vehicle packaging units must undergo an inspection of their roadworthiness prior to loading. Any faults detected shall be rectified prior to loading; otherwise shipment will not be possible.

6. Escape route from the driver's seat and front passenger seat

Based on the instructions of the German office for occupational safety, the width of the escape route from the driver's seat and front passenger's seat must not be less than 600 mm. This applies in the driver's area from the steering wheel centre to the backrest as well as in the front passenger's area.

Hamburg, July 2018

UNIKAI  
Lagerei- und Speditionsgesellschaft mbH,  
Hamburg



Hartmut Wolberg  
General Manager



i. A. Björn Fischer  
Occupational safety specialist