

## **Delivered Contract Grower Booking Procedure**

**For delivered contracts**, the Grower is responsible of organising the carrier. All carrier costs are to the growers account. Please find the delivery procedure below:

- 1) **At least 5 days prior to sending a load to the Cargill plant**, the grower or the grower's carrier is required to contact Cargill Oilseed Supply Chain Coordinator (OSCC) with:
  - a) Cargill's purchase contract number;  
In order to minimize any error or delay in processing the grower's payment, it is important that the grower advises the correct contract number to the OSCC.
  - b) The farmer's trading name;
  - c) Requested Delivery Date;
  - d) Approximately delivery tonnes
  - E) **Quality – CS01/CS01A**

**Oilseed Supply Chain Coordinators - Mae Davenport OR Kyah Marles**

**Phone: 03-92687293**

**Email: oilseed\_delivery@cargill.com**

- 2) **When the truck arrives at the plant**, the truck driver is required to present:
  - a) The Cargill's Booking Reference number; provided by the OSCC when delivery is scheduled.
  - b) The completed Grower Declaration Form, for all Non GM Canola (CS01-A) deliveries. Non GM Canola deliveries will not be unloaded without the completed and signed Grower Declaration Form.
  - c) The truck registration number to enable the truck is unloaded in a timely manner.

### **Notes:**

Any vehicle arriving in Cargill Plant without a Cargill Booking Reference number will not be unloaded. All transportation delay costs will be to the growers account.

**Non Gm Canola (CS01-A) deliveries will only be unloaded with a completed Grower Declaration Form. One truck, One Grower Declaration Form.**

The Grower Declaration Form will be given to the grower at the time of contracting. However, it can also be downloaded from either Cargill's website ([www.cargill.com](http://www.cargill.com)) or Australia Grain Accumulation ([www.agas.com.au](http://www.agas.com.au)). In addition, the grower can also get a copy of the Grower Declaration Form from the Cargill Oilseeds supply chain coordinators if necessary.

### **Cargill Plant Locations**

#### **Cargill Footscray Plant**

425 Somerville Road  
West Footscray VIC 3012  
Ph: (03) 9316 – 0342  
Fax: (03)-9314 - 8069

#### **Cargill Newcastle Plant**

51 Raven Street  
Kooragang Island NSW 2304  
Ph: (02) 4920 – 0120  
Fax: (02)-4920 - 0124

### **Cargill Weighbridge Operating Hour**

Footscray: Mon – Fri 7:00 a.m. to 7:00 p.m.

## **Last Truck in at 5:30pm**

Newcastle: Mon – Fri 6:30 a.m. to 6:30 p.m.

**Last truck in at 5:00pm**

### **Chain of Responsibility - *Cargill Policy*:**

- 1) **All** participants within the supply chain **must** take all reasonable steps to prevent a breach of the Chain of Responsibility Legislation. **For clarification, Supply chain participants include growers, loader, drivers, transport company, receiving company, coordinators, processors, etc**
- 2) Cargill through its interactions will actively encourage its suppliers and customers to align themselves with the Chain of Responsibility Legislation.
- 3) **Overloaded vehicles will not be accepted at any Cargill site, it is the responsibility of the grower to ensure that the vehicle is loaded in within the legal weight limits of the vehicle that is presented to be loaded.**

### **Safety Standards at Cargill Plants**

Cargill Australia is committed to a safe work environment for all people operating on a Cargill site. Growers are requested to pass this information onto their assigned freight carrier. The following are the minimum safety standards on Cargill's site that must be adhered to:

- 1) The carrier must wear safety footwear, hard-hats, safety vest and safety glasses at all times while on Cargill site. Including in the vehicle.
- 2) Dust masks must be worn in designated areas.
- 3) Trucks must be equipped with tarpaulins that are either 'roll over' or 'automated' to enable operation from the ground.
- 4) Any driver working more than 1.2m above the ground must be fitted with a safety harness.
- 5) Smoking is not permitted anywhere on site.
- 6) Plant speed limits must be obeyed.
- 7) In the event of an emergency leave your vehicle and go to the designated area.
- 8) Trucks are not to be washed on site.
- 9) Cargill does not endorse overloading of vehicle.
- 10) The grower is required to comply with all applicable Occupational Health and Safety laws and road laws, including (without limit) such laws that relate to mass, dimension, load restraint, fatigue and chain of responsibility. In the event Cargill is forced to take steps on behalf of the grower to ensure that grower complies with such laws, it may do so at the grower's expense.

**SAFETY IS A PRIORITY, AND AS A RESULT, DRIVERS OBSERVED BREAKING ANY OF THESE RULES MAY BE REFUSED FURTHER ENTRY INTO CARGILL PLANTS.**

**Personal Protection Equipment will NOT be provided by Cargill.**