

SPECIFICATION FOR PACKAGING, MARKING AND SHIPPING (CD-034)

Introduction

Santos expects that all Goods (which includes equipment or any other product) delivered to Santos sites are:

- fit for purpose and in a serviceable condition with adequate provision for: transport to remote field and Offshore sites by land air and sea, and long term storage in extreme environments,
- in the quantity and configuration as described in the Purchase Order or Blanket Release, and
- adequately identified with the correct documentation to enable the transport, receipt, storage and preservation of the delivery without delay.

This Specification provides guidance to Suppliers on the minimum Packaging, Marking and Shipping requirements for Santos Suppliers of Goods and equipment. It includes the:

- preparation and preservation of Goods,
- acceptable use of packaging materials, and
- marking and required documentation for shipping.

Materials with specific instructions stated on the Purchase Order marked as 'Note to supplier' must be followed.

In addition to this Specification, Suppliers must ensure that Goods delivered comply with, and meet all specific requirements set out in the Contract, Purchase Order and/or Blanket Release, as well as comply with all applicable Santos Policies and Procedures, Original Equipment Manufacturer (OEM) recommendations, Australian Standards, International Standards, codes, guidelines, regulations and laws (including, but not limited to: COR, NHVL, Load Restraint).

Packaged Products showing any damage, defect or shortage resulting from improper packing, packaging materials, packing procedure, having concealed damage or being short at the time of unpacking may be subject to rejection and be replaced at the Supplier's cost.

Preparing Goods for Shipment

Category	Requirement	Reference
Openings	Openings on Goods must be sealed with caps, plugs or waterproof tape to prevent the ingress of dust and moisture.	
Painted Surfaces	Goods with painted surfaces must be suitably protected to prevent rubbing or scuffing during transport.	
Climate Protection	<p>Goods that are susceptible to climatic conditions must be packed in moisture-vapour proof sealed enclosures with adequate amounts of desiccant.</p> <p>Where machined and internal surfaces of the packaged Goods are protected by desiccants, inhibitors and sealants the exterior of the package must be clearly identified with the word(s) "DESSICANT", "INHIBITOR" or "SEALANT" and a metal tag must be wired to the Goods, clearly embossed with the type, quantity and location.</p>	AS2400 Part 5 Temporary corrosion protection

	<p>The vendor shall provide suggested Storage Classification recommendation (e.g. Indoor Storage, outdoor storage) either clearly marked on the external surfaces of the goods or if not possible in documentation format</p> <p>If shrink wrap is to be used to protect material and equipment the product used should be clear and UV resistant (it shall not be used as a primary source of load restraint)</p>	
Weather Proofing	<p>Products that are susceptible to damage from moisture shall be placed in waterproof case liners in bag form or overwrap.</p> <p>Equipment such as electrical panels, switch boards, motor control centres, office machines and instrumentation etc. shall be packed in interior moisture - vapour proof barrier with a suitable desiccant to absorb moisture within the package.</p> <p>Openings in electric motors, generators and other electrical equipment shall be sealed with plugs, waterproof tape etc. to prevent the ingress of dust and moisture.</p> <p>All packaging and protective material shall maintain its integrity and perform its intended function through all phases of handling, transportation and storage subject to the temperatures encountered in the North of Australia.</p> <p>If shrink wrap is to be used to protect material and equipment the product used shall be clear and UV resistant (shrink wrap shall not be used as a primary source of restraint).</p>	
Assembly	<p>Goods must be shipped fully assembled. If this is not practical, supplier shall consult with their Santos representative for appropriate approval.</p>	
Hazardous and Dangerous Materials	<p>Must have proper warning labels and markings applied to them, be shipped or transported with the appropriate in date Safety Data Sheets (SDS) and be in accordance with the applicable rules, regulations and tariffs of all appropriate governmental authorities and other governing bodies.</p> <p>The Supplier shall be responsible for the completion of all Dangerous Goods documentation appropriate to the applicable mode of transportation. All Dangerous Goods documentation is to denote the final destination of the consignment e.g. the Santos Energy facility named on the Purchase Order.</p> <p>It shall be the responsibility of the Supplier of any hazardous materials to designate the materials as hazardous, and to identify each material by its proper commodity name, UN Number and hazardous material class code.</p> <p>Hazardous and Dangerous Goods must be appropriately segregated for transport in accordance with ADG Code.</p>	<p>IATA Dangerous Goods Regulations</p> <p>International Maritime Dangerous Goods (IMDG) Code</p> <p>ASO ISO 16106-2007 Transport Packages for Dangerous Goods</p> <p>Australian Dangerous Goods Code</p>
Pre-shipment Notification	<p>Suppliers supplying material and equipment should ensure that any one individual dimension is less than the following:</p> <ul style="list-style-type: none"> • Length 12 metres • Width 2.5 metres • Height 2.8 metres • Weight 24 tonnes gross <p>If it is necessary to exceed these dimensions then the Santos Energy Contact shown on the Purchase Order should be consulted prior to packing and delivery.</p>	

	<p>Santos Energy's third party logistics provider is licenced in the management of Explosives and Radioactive consignments for in transit only, with no provision for storage. 24 hours' notice is required prior to the delivery of Explosives or Radioactive consignments to Santos Energy.</p> <p>Transport drawings of all individual lifts and restraining points must be submitted to the Santos Energy Logistics Contact shown on the Purchase Order at least 60 days prior to delivery or as otherwise agreed with by the Santos Energy buyer shown on the Purchase Order.</p> <p>Notification sheets together with any special handling requirements for the Products to be supplied are completed and despatched to Santos Energy within 4 weeks of Contract placement as per agreement outlined on the Purchase Order or Contract. This requirement for forward notification does not alleviate the Supplier of its obligation to provide documentation as required by law, or government regulation.</p>	
Air Shipments	Under no circumstances are any hazardous Goods to be packed with non-hazardous Goods.	International Air Transport Authority (IATA) regulations
Optimisation	<p>The size, weight and complexity of the packaging and packaging materials must be optimised to minimise the cost of transport, handling and storage.</p> <p>The design of packages shall take into consideration the method of lifting and where slings are to be utilised, particularly those weighing more than 300 kg, the top edge shall be sufficiently reinforced to withstand the loads that will be applied during lifting. For items with unbalanced weight the centre of gravity must be clearly marked on the exterior packaging.</p> <p>The Supplier, when designing protection packaging for equipment such as electrical switchboards, motor control centres and distribution boards shall provide for the inclusion of lifting lugs and sling points, ensuring they are always accessible and available for lifting and transport purposes, the weight of the item is to be clearly marked on the item. All lifting lug eyebolt holes shall be blanked off to stop entry of water and dust.</p> <p>Where possible purchase orders must be packaged separately or clearly identified if consolidated into a single consignment. The number of unique shipments must be kept to a minimum.</p>	

Acceptable Packaging

Methods

Category	Requirement	Reference
Remote field conditions	<p>All packaging and labelling materials used must be able to withstand transport and storage in remote field conditions, including but not limited to significant UV exposure, moisture, high humidity, dust, and extreme temperatures and salt water exposure.</p> <p>Packaging must also be able to survive the journey in rough and isolated infield road conditions.</p>	
Catalogued Goods	Goods "catalogued" (and ordered by Santos Item Numbers) must be supplied in packages containing one Santos Item Number per package.	

	Items must be clearly identified with the Santos Item Number and quantity.	
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Materials

Category	Requirement	Reference
Sacks and Bags	<p>Bulki-bags and sacks must:</p> <ul style="list-style-type: none"> • Be palletised with cardboard or similar placed under the base to protect the bag during transport • Be strapped to the pallet a minimum of once, preferably twice • Be shrink-wrapped to the pallet • For offshore logistics bulki bags containing cement/pre-mix must be internally plastic lined to prevent ingress of moisture during sea passage. 	AS2400 Part 8 Textile bags, sacks and wrappings
Timber Boxes, Crates and Skids	<p>Timber Boxes, Crates and Skids must be:</p> <ul style="list-style-type: none"> • adequately strapped and secured, and • be weatherproof lined or the Goods must be weatherproofed prior to packing. • <p>For the purpose of lifting by forklift, they must be fitted with bearers having a height of no less than 100 mm high and 150 mm wide. Bearers are to permit forklift tine access from two opposite sides.</p> <p>For the purpose of lifting by crane, crates must be suitably braced.</p> <p>Open crates are not acceptable.</p> <p>Screws, not nails, should be used when sealing timber crates.</p> <p>Crates must be constructed in a manner that is suitable to prevent movement and damage of the goods contained within.</p>	AS2400 Part 7 Timber boxes
Pallets	<p>Goods must be suitably packed onto an appropriate, as new pallet to prevent movement of goods in transit.</p> <p>Pallets are to be non-returnable.</p> <p>Hardwood pallets are preferred over Soft wood pallets, as the pallet will not survive the outback road conditions.</p> <p>For delivery of goods to Offshore locations softwood pallets are prohibited.</p>	<p>AS4068 Flat pallets for materials handling</p> <p>AS4762 General purpose flat pallets – Principal dimensions and tolerances</p> <p>ISO 6780 – Flat pallets for intercontinental materials handling</p>
Drums / Pails	<p>Drums must be palletised, strapped to pallets and shrink-wrapped with a shock absorbing material (e.g. cardboard) placed under the drum to protect the drum base from wear whilst in transit. The addition of this material also reduces the flex of the drum base.</p> <p>Further protection (cardboard) should be placed between drums to prevent rubbing whilst in transit.</p> <p>Drums should be belly strapped together and secured to the pallet over each drum with suitable strapping (preferably non-metal strapping).</p> <p>All drums supplied containing chemicals and/or hydrocarbons are to be new non-recycled drums.</p>	

<p>Lifting Frames, lugs and beams.</p>	<p>All Lifting Frames, lugs and beams must conform to relevant standard including non-destructive testing of the lifting lugs. No modifications can be made to Original Equipment Manufacturers (OEM) frames other than the OEM themselves.</p> <p>Purpose built frames must incorporate load restraints and lashing points as stated in the National Transport Commission publication 'Load Restraint Guide' current edition</p>	<p>AS3990 Mechanical Equipment – Steelwork</p> <p>AS4991 Lifting Devices</p> <p>AS1418 Cranes, Hoists and Winches</p>
<p>Support Saddles</p>	<p>Support Saddles required for the transportation of Goods (such as for vessels, columns and exchangers) they shall be designed and incorporate the following:</p> <ul style="list-style-type: none"> designed for the purpose of transporting the Goods (transport drawings must be submitted for review), supplied with steel wrapper plates shall be supplied to distribute the load and protect the saddles (if appropriate), fitted with lifting lugs and supplied with a steel rope or flat metal strapping to secure the saddle to the Goods during lifting or transport, timber or steel (subject to transport configuration or design requirements), contoured to suit the outside curvature of the Goods to ensure adequate and uniform distribution of loadings over the surface of the Goods to be supported (where bolsters and chock blocks are required). 	
<p>Shipping Containers</p>	<p>The use of containers shall be at the discretion of Santos. Where containers are used, they are to be packed, blocked and braced in a manner to secure contents, and distribute weight evenly across the container.</p> <p>Containers used for international shipping must have current CSC certification.</p> <p>All containers destined for offshore sites must meet the requirements of the DNV standard (minimum 3 months validity)</p> <p>All container movements must be accompanied by a valid container weight declaration (CWD). The CWD must contain the following information:</p> <ul style="list-style-type: none"> the weight of the container (including its contents), the container number and other details to identify the container, the name and business name or details necessary to identify the container, the date of the declaration, and any other information required by the regulations (Example: DG Class, UN number etc.) 	<p>AS3711 Freight containers, specifically:</p> <ul style="list-style-type: none"> Part 1: Classification, dimensions and ratings, Part 9: Coding, identification and marking, and Part 10: Handling and securing (ISO 3874:2017). <p>DNV 2.7-1 Offshore Containers</p>
<p>Tubular Pipe</p>	<p>Tubular Pipe must be packaged in such a manner to maintain the overall structure, protecting the pipe ends and any coatings. All packaging must be UV stabilised.</p> <p>Pipe ends must be capped to ensure integrity inside the pipe, tape covering is not acceptable.</p> <p>Lengths of tubular pipes, where possible, must be bundled by strapped cleats (spacers), wine racks or scalloped timber dunnage above and below the bundle.</p> <p>Coated pipe must be suitably packaged to prevent damage by abrasion or impact.</p>	
<p>Spools</p>	<p>Pipe spools that cannot be suitably packed into crates due to length or shape shall be suitably packaged and strapped to pallets to avoid damage to paint and flange/bevels or alternatively packed onto flat racks with spools laying on gluts, used tyres or similar materials.</p>	

	<p>Timber plywood or rubber caps are to be securely affixed to all flange faces for protection.</p> <p>The centre of gravity shall be clearly marked on all spool work.</p>	
Gas Cylinders	<p>Gas cylinders must be orientated upright in a manner that protect the valve from damage and transported in suitable stillages/cages. Stillages/cages shall be suitably designed to prohibit gas cylinders falling from the cage should the load restraint be inadequate.</p>	
Prohibited Packing Materials	<p>The use of polystyrene foam will not be accepted as packing material; The use of carpet will not be accepted as packing material;</p> <p>The use of hay or straw will not be accepted as packing material;</p> <p>All materials and equipment shall be supplied free of weeds and vermin;</p> <p>Second-hand cases, crates or skids and/or any other type of wood packing constructed with used timber are not acceptable.</p>	ANNEXURE B – Prohibited Acceptable Packaging Poster

Marking

Category	Requirement	Reference
Marking	<p>Marking should be appropriate for long term storage and UV stabilised. Each package must be marked with the:</p> <ul style="list-style-type: none"> Santos Item Number and the Original Equipment Manufacturer (OEM) part number (use of a barcode is preferred), Santos Purchase Order Number clearly marked Quantity as per Purchase Order unit of measure, Number of packages associated with the packing slip contents (e.g. 1/5, 2/5 etc.), Ship To Location stated on the purchase order Additional transport requirements as per line item 'note to supplier' instructions <p>All markings must be in English.</p> <p>Accurate identification of the gross and net weight of a package by clear legible marking in kilograms is required.</p> <p>All redundant labelling must be removed from pre-used packaging to eliminate confusion the Santos preference is to not consolidate purchase orders (this may not also be possible due to packaging optimisation).</p>	
Size	<p>Any package which appears manageable by a single person should be limited to 15kg. Packages greater than 15kg must be marked with the weight expressed in kilograms and marked as HEAVY with markings visible on all sides.</p> <p>Single packages > 30kgs must be packaged in a manner to be lifted by MHE.</p>	
Expiry Dates	<p>Goods with a shelf life must be clearly marked with the expiry date on the item and packing list</p>	
Symbols	<p>Items must be marked with the appropriate graphical symbols as per the relevant standard</p>	ISO 780 Packaging – Distribution packaging – Graphical symbols for handling and storage of packages.

Kits	<p>Each kit must be separately packed and items that are part of a kit must be clearly marked and consolidated into one packing unit.</p> <p>Kits must be supplied in full, no partial kits are allowed.</p> <p>Paperwork must stipulate all components that make up a kit for checking purposes.</p>	
Loose and Bundled Items	<p>Each bundle must be marked and treated as an individual package. Where practical pipes packed in a bundle should have the heat number markings clearly visible.</p> <p>Fragile or highly flexible bundled items must be suitably supported to avoid bending/damage.</p>	
Pack Sizes	<p>Items must be supplied in the specified pack size listed on the Santos Purchase order.</p> <p>All materials must be supplied in full pack size quantities.</p> <p>Materials must be labelled with the Santos item number according to their pack size.</p>	
Lifting Points	<p>All lifting points must be clearly identified and marked.</p> <p>Certification must be provided for all certified lifting points.</p>	

Documentation

General

Category	Requirement	Reference
Shipping Documentation	<p>Shipping Documentation must be securely attached to the outside of the packaged Goods in a weather resistant sealed envelope and accompany all deliveries. The documentation must include a packing list itemising the contents of the consignment to enable a check of ordered versus delivered products. The packing list must also state:</p> <ul style="list-style-type: none"> • Purchase Order Number (barcode preferred), • Tag/Equipment number (if applicable), • Supplier's name, • Santos Item Numbers or PO Line Number (barcode preferred), • Quantity of Items based on Santos Unit of Measure, • Description of the contents, • Supplier reference number (barcode preferred) • Expiry date (if applicable) • Heat numbers and serial numbers (if applicable) 	
Material Certificates	<p>Material Certificates must be provided with the Goods in accordance with the Santos Engineering Standards</p>	
Transport Requirements	<p>Special instructions for transport must be provided and clearly communicated when booking collection with nominated provider, including any special instructions and related transport specifications.</p>	

International Shipping

Category	Requirement	Reference
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International Shipping Documentation	<p>International Shipping Documentation must include a Certificate of Origin, Fumigation Certificate, Bill of Lading, Free Trade Certificates for all eligible goods and Commercial Invoice. The Commercial Invoice/s shall detail all individual deliverable items, whether priced or not on the purchase order (e.g. free samples, test pieces) as follows:</p> <ul style="list-style-type: none"> • Date of invoice, • A discrete identification of "invoice" number, • Shipper name and address; consignee name and address, • Show complete SELLER and SOLD TO company names and addresses, • Full description of the Goods; do not use "Lot" or Miscellaneous"; must include Part Number, Tag Number, Identifiable number, typed or machine printed in English • Minimum first six digits of harmonised tariff code, • Purchase order number, • Shipping Control Number (SCN) if assigned by Santos, • Unit cost; quantity shipped; total cost; and currency, • Unit Value & Extended value (must reflect the full purchase order value) • If items are of no "Commercial" value, the invoice shall indicate such as "NCV". However, the commercial invoice must include an estimated value for Customs purposes only • No items shall have a referenced cost as "Included" within another item or component, unless all items will be shipped together as "one unit". • The commercial invoice shall state if any items have or require government approval for export. • Two copies of commercial invoices shall be provided: • One copy to be passed to the nominated freight forwarder to accompany goods (ex-works or Free on Board) One copy shall be attached to the goods. • Country of origin of the Goods. 	
Wood Packaging Treatment Certificates	<p>Shipments using wood export packaging materials and dunnage must have the marking on the wood showing evidence of heat treatment or fumigation.</p> <p>Any shipment that does not have the marking on all wood pieces will be required to have an acceptable Treatment Certificate verifying the wood has been treated by an approved method in accordance with ISPM as per DAFF quarantine requirements.</p> <p>No recycled crates or wood shall be use.</p>	<p>International Standards for Phytosanitary Measures No 15 for Solid Wood Packaging Materials (ISPM 15)</p>

Bayu Undan Quarantine Requirements – Department of Agriculture

Category	Requirement	Reference
Quarantine Requirements	<p>Timber material, including packaging, shall be treated/fumigated to prevent infestation by insects or similar for all material destined for the North Australia facilities. Timber material should either be marked as ISPM15 compliant or a copy of a suitable fumigation certificate must be supplied.</p> <p>Any second hand machinery and tooling must be cleaned prior to export from origin to 'as new condition' in order to meet Australian quarantine requirements.</p> <p>Greasy machinery may attract insects or seeds and will need to be cleaned to 'as new' condition prior to arrival in Australia.</p>	<p>Australia and Timor-Leste have strict quarantine requirements and the Supplier will need to determine any specific requirements by referencing the Department of Agriculture (formerly DAFF and AQIS) web sites at www.daff.gov.au/biosecurity and specifically related to timber packaging/dunnage refer to</p>

	<p>Tyres are not to be used for packaging/dunnage.</p> <p>Attention to quarantine requirements is important to avoid delays and costs at the point of entry and Customs clearance. Quarantine delays can hold materials at a bonded site for up to a week (or more) subject to further inspections and cleaning.</p>	<p>www.daff.gov.au/biosecurity/import/timber/timber-packaging-and-dunnage-import-requirements</p>
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Varanus Island Quarantine Requirements

Santos operates their facilities under the jurisdiction of the regulators National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA) and Western Australian Department of Environment Regulation (DER). In conjunction with the regulators and Santos Energy’s Environmental Policy and Quarantine Procedure the following conditions must be abided by all Suppliers.

Requirement	Reference
<p>All materials destined for the Santos Varanus Island facility must meet the requirements of the Santos Offshore WA Quarantine Procedure. This procedure must be read in conjunction with the Quarantine Management Action Table both located on the Santos Supplier’s Information Page</p>	<p>https://www.santos.com/procurement/supplier-information/</p> <p>https://www.santos.com/wp-content/uploads/2020/02/santos-wa-quarantine-procedure-december-2019.pdf</p> <p>https://www.santos.com/wp-content/uploads/2020/03/Quarantine-Management-Action-Table-2019-SO-91-IQ-00189.01.xlsm</p>

Cargo Load-Out Checklist

Category	Requirement	Reference
<p>General</p>	<p>All material and equipment that is transported in a container – basket - IBC – tanks – racks or transport-frame etc. (hereafter referred to as Container) is required to be certified for both on-shore and off-shore lifting and is to be accompanied with the Santos Energy Cargo Load-out Checklist (Annexure A). Supplier / vendor providing material and equipment within a Container under PO or contract Terms and Conditions is to ensure it has been checked and secured by a competent supplier / vendor representative. The Cargo Load-out Checklist requires the supplier / vendor to provide a competent representative with sufficient knowledge / experience of the following areas to sign the checklist:</p> <ul style="list-style-type: none"> • Container Certification Requirements; • Container Integrity and Inspection; • Lifting Arrangement and Suitability; • Cargo Restraint Methodology; • Dangerous Goods Transportation. <p>The Supplier shall package the equipment for shipping to the specified destination in a manner consistent with the mode of transport to prevent damage to the equipment. Any baskets used for transportation of equipment to offshore location, whether they are portable or permanent (duration of campaign) shall comply with the relevant industry standards DNV 2.7-1 and/or AS EN12079 from Det Norske Veritas (DNV) or Bureau Veritas (BV). The requirement for classification society certification includes the sling set.</p> <p>Offshore containers are portable units with a maximum gross mass not exceeding 25,000 kgs, for repeated use in the transport of goods or equipment, handled in open seas, to, from or between fixed and/or floating installations and ships.</p> <p>The Supplier must not use chain slings on offshore containers or portable offshore units. All Sling assemblies and Rigging shall conform to the</p>	<p>Santos Energy Lifting Standard QE-91-IF-00011 forms the basis for lifting compliance.</p>

	<p>Australian Standard (AS) 1666.2 and in addition only wire rope slings shall be accepted offshore. Shackles are required to conform to AS 2741 and only 'four point' shackles shall be accepted offshore.</p> <p>All certifications must be valid for a minimum of three months at the time of mobilisation.</p> <p>Any equipment container which is found to be not certified at the time of Company pick up shall not be transported by Company. The Supplier shall be required to provide the required certified container at Supplier's cost. Company will charge back any and all charges it has incurred for transported equipment that has been shipped using a non-certified transportation container.</p>	
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Annexure A – Cargo Load-Out Checklist


QE-00-NG-10002

Santos

Cargo Load-Out Checklist			
Vendor:		Container Dimensions:	
Destination / Well:		Container Tare Weight:	KG
Load out Date:		Freight Weight:	KG
Container Type:		Max Container Weight:	KG
Container ID No:		Verified Gross Mass	KG
Certification			Vendor Santos YES / NO / NA
Container Certification Data Plate secure, legible and correct			<input type="checkbox"/>
Certified Visual Inspection date (frequency 1yr & does not expire within 3 months)			-
Container NDT date (frequency 4yr max & does not expire within 6 months)			-
Sling Certified Visual Inspection date (frequency 1yr & does not expire within 3 month)			-
Sling NDT date (frequency 4yr max & does not expire within 6 months)			-
Powered Sea containers have been wired and tested to AS 3000 and is current within 1 year.			<input type="checkbox"/>
Sling Tags fitted, legible with matching ID on Ferrule			<input type="checkbox"/>
Actual weight does not exceed GROSS weight			<input type="checkbox"/>
Container I.D. clear and legible on all four sides including roof (if applicable) as per DNV standard			<input type="checkbox"/>
Container Certification & Load-out list (itemising contents) has been supplied			<input type="checkbox"/>
Container			YES / NO / NA
Container doors are locked with secondary locking mechanism in place			<input type="checkbox"/>
Tank lids and valves are secured with no residue present			<input type="checkbox"/>
Check drain holes are clear (if applicable) and that the container is free from damage			<input type="checkbox"/>
If applicable load out sticker is completed / applied (old stickers removed inc. DG signs)			<input type="checkbox"/>
Cargo contained in a wooden box shall not be lifted unless controlled and approved by site			<input type="checkbox"/>
Slings / Bridle			YES / NO / NA
Check wire rope is not broken or has strands, kinks or bends			<input type="checkbox"/>
Confirm sling assembly is fitted correctly, i.e. not twisted and free from snagging			<input type="checkbox"/>
Check condition of pad eyes and lifting points			<input type="checkbox"/>
Check condition of 4 part anchor bolt shackles and split pins are fitted correctly			<input type="checkbox"/>
Cargo Restraints			YES / NO / NA
Cargo is secured safely to prevent movement in transit (no metal on metal contact, dunnage must be utilised)			<input type="checkbox"/>
Pallets must be fit for purpose utilising metal or nylon strapping as appropriate to weights & dimensions			<input type="checkbox"/>
Nylon slings/straps are in good condition and secure (if required)			<input type="checkbox"/>
Approved Ratchet tie down points are used within container			<input type="checkbox"/>
Weight is distributed evenly and correctly in container			<input type="checkbox"/>
Safety net in place (if fitted)			<input type="checkbox"/>
Submit Photos of cargo restrained in basket			<input type="checkbox"/>
Dangerous Goods			YES / NO / NA
Multimodal DG form (Completed by a qualified person) & Australian SDS emailed to Santos Logistics			<input type="checkbox"/>
Australian SDS must be supplied with MO41 (no older than 5 years)			<input type="checkbox"/>
Dangerous Goods place-cards attached to container on ALL 4 sides as per IMDG requirements			<input type="checkbox"/>
Miscellaneous DG has been submitted with a MO41 i.e. WD-40, CRC aerosol spray, paint etc.			<input type="checkbox"/>
Bottles and Cylinder Racks (NDT within 12 months & MPI within 3 yrs.) min 2 lift points			<input type="checkbox"/>
Potential Dropped Object			YES / NO / NA
Check top of container for tools, loose items, and foreign debris.			<input type="checkbox"/>
Check container corners and fork pockets for loose items/foreign debris.			<input type="checkbox"/>
By signing this document you acknowledge your obligation under the Chain of Responsibility Legislation: https://www.mainroads.wa.gov.au/UsingRoads/HVS/Pages/chainofresponsibility.aspx			
Vendor:	Dampier Supply Base:		
Name:	Checker:	Witness:	
Date: _	Date: _	Date: _	
Signed:	Signed:	Signed:	

Annexure B - Prohibited Acceptable Packaging Poster

PROHIBITED ACCEPTABLE PACKAGING POSTER




If in doubt about the acceptability of a packaging material, leave it out or contact the Santos Environment Department for advice.
 Tel: +61 8 6218 7600
 E: australia.quarantine@Santos.com

Suppliers are expected to follow the Australian Packaging Covenant of, which aims to reduce the environmental impact of packaging. The use of packaging must be reduced to the absolute minimum required for the safe transport of the freight. Preference should be given to re-usable and recyclable materials.

Packaging MUST still adhere to the Forwarding, Packaging & Marking Instructions for Suppliers (QE-91-IQ-00232), particularly with regard to the HSE statement.

International Wood – ISPM 15
 For equipment being mobilised from overseas, the use of wood as a packing material is to be kept to a minimum (i.e. 10% of packaging material), needs to adhere to ISPM 15, and if at all possible not used at all. In the event that the use of wooden packing material is unavoidable for imported products, the Contractor shall at Contractor's cost undertake fumigation and provide certification sufficient to satisfy all Australian Customs and Quarantine inspection and Santos requirements.





X


Prohibited & restricted packaging and filling materials for Offshore Islands


include, but are not limited to:


- any packaging or filling material that may harbour insects or their eggs, soil, weeds or seeds, plus;
- any materials to the right



wood shavings



saw dust



straw



foam like materials


carpet


rugs


jute


hessian



dirty rags


✓


Acceptable packaging and filling materials for Offshore Islands


include, but are not limited to:


- any CLEAN packaging or filling material to the right



bubble wrap



pillow bubble wrap



clean rags


shredded paper


















moulded pulp


newspaper (clean only)


re-usable crates/ pallets /containers


cardboard boxes

Annexure C – International Handling Symbols

International Handling Symbols	
	PACKAGE THIS WAY UP ONLY
	PACKAGE TO BE KEPT DRY AT ALL TIMES
	PACKAGE NON-STACKABLE / DO NOT STACK
	PACKAGE STACKABLE - STACKING LIMIT BY WEIGHT
	PACKAGE STACKABLE - STACKING LIMIT BY NUMBER
	PACKAGE HANDLING - NO <u>FORK LIFT</u>
	PACKAGE HANDLING - SLING OR CHAIN HERE FOR LIFTING
	PACKAGE HANDLING - NO HOOKS
	PACKAGE FRAGILE
	PACKAGE HANDLE WITH CARE
	PACKAGE CENTRE OF GRAVITY (EITHER ARE ACCEPTABLE)
	PACKAGE STORAGE - KEEP OUT OF HEAT / SUNLIGHT
	PACKAGE HANDLING - CLAMP HERE
	PACKAGE HANDLING - DO NOT CLAMP
	PACKAGE HANDLING - DO NOT ROTATE OR ROLL
	PACKAGE STORAGE - TEMPERATE RANGE LIMIT