

Appendix 1

J Russell Concrete Cement Delivery Procedure Revised (July 2021)

1. Confirm that the silo to be loaded has capacity - * cement is ordered only when the silo is empty, so has capacity for up to a 30 tonne maximum delivery.
2. Act as Banksman to guide the driver to the connection fill point of the cement silo.
3. Check the tanker driver's delivery ticket to check the cement type and delivery weight. Assist with the coupling of the flexible delivery pipe, check the same for any ingress of foreign matter. Check that the delivery hose couplings are secure and safety pins in place.
4. Switch on control for the automated silo filter filling programme to commence.
5. Advise tanker operator of our maximum blow pressure of 1.5 Bar.
6. Record the time of commencement of the fill, observe blow pressure and check visually for any dust leaks at pipe couplers.
7. Visually check for any dust emissions, no dust should be visually present. View silo top filter for any dust emissions. Should any dust emissions be identified then the tanker operator should be advised to cease the filling of the silo. Investigate any cause of leakage. Any leakage identified should be resolved before commencement of fill.
8. Immediately upon the completion of the cement offload, record the time the fill is completed to check that the silo has been filled responsibly and not over the 1.5 Bar pressure maximum.
9. Observe that the delivery operator depressurises the tanker and pipe delivery hoses in a controlled manner - * The operator should refrain from exhausting any built up pressure before decoupling.
10. Switch the silo filter to the automated cleaning programme.