

# **Procedure:** Mandatory Requirements for Road Product Transport Service Providers

**EOSS-PR-0030** 

Version: 02

# **Purpose**

The objective of this document is to set the mandatory requirements and standards for Road Product Transport Service Providers. These mandatory requirements will be used by all road product transport service providers to comply with statutory, Sasol operational and safety requirements.

# Applicable to

This document is applicable to Sasol South Africa OME's that are involved in product / material transport by road.

**Product Stewardship Regional** Document category: Effective from / valid from date: 5/29/2023 12:00:00 AM Next review date: 5/27/2028 12:00:00 AM Subject Matter Expert: Titipana, Motlatsi (MS) Document owner: Pillay, Kruben (K) Approver: Dixon, Sugnét (S) Document origin: **SHE and Sustainability** FUNC\_SHE&Risk\_Product Stewardship [65005178] Department: Classification: Normal Available to Contractor: This document is available to contractors

Data Printad: 20/07/2022 10:22:12	Unapplied if printed it	romaine the user's responsibility to one	we that the latest version is abtained	
EOSS-PR-0030	01	None	1 of 25	
CD system number:	Revision number:	Registration number:	Page number:	

Cont	tent overview	Page	
Title a	and approval criteria		
Tabl	le of contents	2	
1	Abbreviations and definitions	3	
1.1	Abbreviations	3	
1.2	Definitions		
2	Scope	5	
3	Introduction	5	
4	Responsibilities and authorities	6	
5	Objectives	6	
6	Statutory requirements		
7	Product transport supplier requirements	6	
7.1	Transport service provider		
7.2	Vehicle		
7.3	Driver	7	
7.4	Product		
8	Product transport service provider inspections and checks		
8.1	SLP		
8.2	Entry at Sasol sites		
8.3	Loading/off-loading area		
9	General requirements		
9.1	Driver		
9.2	Vehicle		
10	General safety requirements		
11	Record management		
12	Amendment record	11	
Apper	ndix A: Inbound product delivery to Sasol - Secunda	12	
Apper	ndix B: Inbound product delivery to Sasol - Sasolburg	13	
Apper	ndix C: Outbound product collection from Sasol	14	
Apper	ndix D: Outbound product collection from Sasol – CES	15	
	ndix E: Outbound product collection from Sasol – ash sales process flow		
	ndix F: Outbound product collection from Sasol – non-commercial - Secunda		
	ndix G: Outbound product collection from Sasol – waste collection		
	ndix H: Transport emergency card		
	ndix I: Legal landscape		
	ndix J: Placarding of iso-containers		
	ndix K: Vehicle placarding for road transport of DG		
	ndix L: Vehicle placarding for road transport of low hazard goods		
	ndix M: General technical standard – DG vehicles: SLP		
Apper	ndix N: Summary of requirements for product transport supplier, driver and vehicle	25	

CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	1 of 25
Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It i	remains the user's responsibility to ensu	ure that the latest version is obtained.

# References/document dependencies

Document number	Description
EOSS-PR-0003:	SHE Incident Management Procedure
SAS-STD-SLP-DG:	Safe Loading Pass
SANS 10047:	The testing of motor vehicles for roadworthiness.
SANS 10187 (1-8):	Load securement on vehicles – Part 8: Dangerous goods.
SANS 10228:	The identification and classification of dangerous goods for transport by road and rail modes.
SANS 10229-1:	Transport of dangerous goods – Packaging and large packaging for road and rail transport – Part 1: Packaging
SANS 10231:	Transport of dangerous goods by road — Operational requirements
SANS10232-1 & 4:	Transport of dangerous goods — Emergency information systems
SANS 10368:	Transport of low-hazard goods in bulk — Emergency information for road vehicles (for guidance purposes)
SANS 1518:	Transport of dangerous goods — Design, construction, testing, approval and maintenance of road vehicles and portable tanks
ERP:	Sasol Emergency Response Procedure
UN GHS:	Globally Harmonised System for Classification and Labelling of Chemicals
NRTA:	South African National Road Traffic Act
HR Regional Policies:	Alcohol and Substance Abuse Policy; South African Employee Wellbeing

CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	2 of 25
Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It	remains the user's responsibility to ens	ure that the latest version is obtained.

## 1 Abbreviations and definitions

#### 1.1 Abbreviations

ADR	European Agreement concerning the International Carriage of Dangerous Goods by Road
API	Application Programming Interface
BOV	Bottom Outlet Valve
CES	Commercial Energy Solution
CoA	Certificate of Analysis
CSR	Security and Corporate Social Responsibility
DG	Dangerous Goods
LSP	Logistic Service Providers
PPE	Personal Protective Equipment
PrDP	Professional Driving Permit
PVC	Polyvinyl Chloride
SA	South African
SAP	System, Applications, Products for Data Processing
SANS	South African National Standards issued by the SABS (South African Bureau of Standards)
SHEQ	Safety, Health, Environment, Quality
SLP	Safe Loading Pass
SQAS - AFRICA	Safety and Quality Assessment for Sustainability: Africa

#### 1.2 Definitions

#### Agreement

The term used in this document to indicate what would often be referred to as a transport contract, between the client (Sasol) and the product transport supplier.

## **Bottom outlet valve (BOV)**

Referred to as a BOV, often called an emergency valve. This valve opens into the compartment and is self-closing by means of a spring-return. It seals the compartment off at tank floor level. In an accident, the external valve body can shear off, leaving the valve seat and product intact.

## Dangerous goods (DG)

Products or commodities classified as being DG according to south african national standards (SANS10228) and transported in quantities of the exempt quantities in terms of SANS10231.

#### Electrical bonding

Equipment and fittings used to dissipate static electricity.

#### **Product**

Product is defined as raw material, intermediate, final product, hazardous waste, samples and test preparations and procured chemicals.

ł	Data Printad: 20/07/2022 10:22:12	Haraman Hard Marchard He	romains the user's responsibility to one	Also A Also Toda o Association to a listation of
	EOSS-PR-0030	01	None	3 of 25
	CD system number:	Revision number:	Registration number:	Page number:

#### Road tanker

A road tanker means a goods vehicle as defined in the national road traffic act and with reference to SANS 1518.

#### Sasol

A generic term used for Sasol South Africa Limited or any of its subsidiaries or business units involved in the various operations or actions described in this document.

For example, a safe loading pass (SLP) inspection can be carried out by Sasol Sasolburg Site Logistics or Sasol Secunda Site Logistics. In this document, reference is simply made to "Sasol"

## Product transport supplier

All road transport service providers, directly contracted to Sasol or contracted to Sasol customers or Sasol suppliers, are involved in the transportation of products either for inbound (product delivery) or outbound (collect, load products) to/from Sasol.

#### Truck tractor

Vehicle used to draw a semi-trailer (or combination of tankers of which the one coupled to the truck tractor is a semi-trailer). Often referred to as a "horse" from the original term "mechanical horse".

#### **Vehicle**

A Road vehicle refers to:

Truck tractor.

Semi-trailer or semi-trailer tanker.

Pup trailer or pup tanker.

Front interlink or front interlink tanker.

Rear interlink or rear interlink tanker.

Freight carrier being a tank truck or cargo body.

Drawbar trailer or drawbar trailer tanker.

These are all separate vehicles. When more than one of these are used together, it is referred to as a vehicle combination.

## Vehicle technical requirements

Vehicle technical design specifications for DG as specified in the european agreement concerning the international carriage of dangerous goods by road (ADR) and relevant SANS code and contractual scope.

Technical requirements shall comply to the special provisions specified in the codes and Application Programming Interface (API) specifications (types of tanks, calculation pressures, openings, safety valves and devices).

Loading capacity shall be specified and overfill protection should be considered as per Sasol loading facility requirements.

A vehicle should pass the Sasol loading facility process safety minimum requirements.

Note: Definitions provided are not necessarily the legal definitions or those used in other Sasol documents (such as transport contracts) but are provided to understand the terms used in this document.

Page number:	Registration number:	Revision number:	CD system number:
4 of 25	None	01	EOSS-PR-0030
ure that the latest version is obtained.	remains the user's responsibility to ensi	Uncontrolled if printed. It	Date Printed: 20/07/2023 10:33:13

## 2 Scope

This procedure is applicable to all road transport service providers (inbound, outbound and customer collections) that are involved in the transportation of products, directly contracted to Sasol or contracted to Sasol customers or suppliers to collect and or load products from Sasol or deliver products to Sasol.

In addition, the content of this manual shall apply to all applicable Sasol stakeholders including but not limited to: Sasol Procurement, Sasol Marketing Team, Business Unit Supply Chain, Demand Management, Road Logistics, Input Materials & Packaging and Freight Forwarders providing a service to Sasol or Sasol customers.

It provides for both the minimum Sasol mandatory and legislative requirements in the provision of such road product transportation services. It includes supporting information associated with product transport operations on road where applicable. In the event of any legislative changes this document will be amended accordingly.

This document is constructed based on the requirements for the transportation of classified dangerous products. For non-dangerous products, the statutory requirements associated with DG may be ignored. All other Sasol requirements, which include industry norms and best practices, will apply to all road transport operations, unless otherwise indicated.

This document must be read in conjunction with the relevant Sasol Policies (https://sasol.sharepoint.com/sites/insightsasol/SitePages/Policies(1).aspx), standards and procedures available on Renaissance system which are an integral part of this procedure.

The contents of such relevant policies, standards and procedures will not be repeated in this procedure. The requirements contained in the relevant Sasol road transport contract, will take precedence if in conflict with the contents of this procedure.

This procedure will not replace any Acts or relevant National legislations. It must be read in support of these National legislations and acts as additional business requirements. Statutory requirements will take precedence where there is conflict with Sasol requirements.

## 3 Introduction

Sasol is a world-class manufacturer and distributor of petrochemical products. As such it is expected to be associated with industry-leading suppliers.

A major part of Sasol's business consists of the distribution and transportation for both inbound (feedstock) and outbound products, and in turn, a significant portion of this is transported on road.

Sasol continuously interacts with the general society during the distribution and transportation process. Sasol thus has a moral, social duty and responsibility, over and above that placed upon it by all applicable legislation and its own internal duty of care to ensure the safety and well-being of society, its employees and the environment.

As an industry leader, Sasol will ensure that all service providers execute the Sasol social responsibility, legal compliance and environmental care objectives whilst involved in a business relationship with Sasol.

As an international industry participant, Sasol has a duty to its stakeholders, such as employees, shareholders, national and international (including cross border) customers to ensure that its reputation as a compliant and safety-driven company, is always maintained.

Road transport operations, by its very nature and the aspects that are outside the control of Sasol, present a major risk to ensure safe operations. The public, regulators and customers are continuously made aware of the negative impacts of road transport incidents, especially if it involves DG as the impact on the parties involved can be severe. It is thus imperative that all measures be taken to mitigate such risks and prevent incidents effectively by all practical and reasonable means.

Page number	Registration number:	Revision number:	CD system number:
5 of 25	None	01	EOSS-PR-0030
ure that the latest version is obtained.	remains the user's responsibility to ens	Uncontrolled if printed. It	Date Printed: 20/07/2023 10:33:13

It is thus the intent and the objective of this procedure to ensure that all product transport service providers (Sasol's own transporters, contracted service providers, transporting products on behalf of the third party) that are in business with Sasol and transport Sasol's products are aware and abide to the requirements set out in this procedure to mitigate risks and prevent incidents during the transportation of products by road.

## 4 Responsibilities and authorities

All relevant Sasol stakeholders, e.g., Supply Chain Management, Security, plant personnel etc., must ensure that the requirements in this document are implemented and adhered to by the product transport service providers.

## 5 Objectives

Product transportation safety is a priority at Sasol to ensure the delivery of our products in a safe and responsible manner. As a signatory to the responsible care® global charter, Sasol takes responsibility for its products through the entire product life cycle including procurement, the manufacturing process and transportation through to the responsible product use by the customer. Abiding by responsible care® requirements enables the maintenance of consistent and rigorous safety measures throughout the product life cycle.

Sasol is committed to distributing its products in a responsible and safe manner to minimise the impact of transporting its products on society and the environment. In addition, Sasol complies with all country-specific regulatory requirements applicable to the transportation of its products, incident management and regulatory reporting. The Sasol mandatory requirements for road product transportation document is therefore established to enable all of these outcomes.

## 6 Statutory requirements

- **6.1** All operations, vehicles and equipment will always comply with the relevant legislation applicable to the country of operation.
- Requirements contained in any act of parliament, related regulations and national standards shall apply. If the requirements stated in this document is higher or more stringent, the requirements contained in this document will be applicable.

## 7 Product transport supplier requirements

The purpose of this section is to provide the minimum requirements pertaining to the transportation of products.

#### 7.1 Transport service provider

- 7.1.1 Must have a reputable management system in place to evaluate the safety, health, environment, quality (SHEQ), security and corporate social responsibility (CSR) performance of logistic service providers (LSPs). safety and quality assessment for sustainability: africa (SQAS-AFRICA) is mandatory for Sasol contracted service providers transporting both dangerous and non–DG;
- **7.1.2** Must comply with all legal requirements applicable to the road product transportation in South Africa and other countries in which Sasol products are transported;
- 7.1.3 Must adhere to periodic vehicle maintenance as per the manufacturers and statutory requirements;
- **7.1.4** Must train the drivers on incident management and emergency response processes;

CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	6 of 25
Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed It	remains the user's responsibility to ensu	ire that the latest version is obtained

- **7.1.5** Sasol contracted transport service providers must report product transport incidents to Sasol emergency contact centre;
- **7.1.6** Must conduct route risk assessments for routes used during transportation of products;
- 7.1.7 Must conduct a journey management plan before embarking on each journey;
- 7.1.8 Must ensure that the driver is capable to manoeuvre the specific vehicle combination assigned to operate;
- **7.1.9** Must have driver management and wellness policies in place.

#### 7.2 Vehicle

- **7.2.1** Sasol contracted transport service providers must be registered on the relevant Sasol system, Renaissance, Fuelwatch and must have a valid safe loading pass (SLP);
- **7.2.2** Must comply to the National Road Traffic Act and other relevant legal requirements;
- 7.2.3 Must be load worthy before leaving service provider's premises to load or off-load at any Sasol site;
- **7.2.4** Must be in accordance with the relevant Sasol site-specific access or loading requirements (e.g., size and type of loading adaptors, vapour recovery requirements, overfill sensor requirements, etc); these site-specific requirements must be verified before a vehicle is presented for loading;
- **7.2.5** Must comply with the applicable Sasol and statutory vehicle or technical requirements applicable to the specific operation (and supported by the technical specifications specified in the contract);
- 7.2.6 Must adhere to legal requirements for the transportation of goods, noting the special requirements for DG;
- 7.2.7 Must be presented for inspection before proceeding to load/off-load the product;
- **7.2.8** Must be free from any contamination or product leaks (preloading, during loading, post loading, including rolling stock movement);
- **7.2.9** Must have the required placarding of correct size and relevant to the product transported as referred to appendix J, K, L and SANS 10232 (part 1);
  - **Note:** A vehicle not adhering to all the above-mentioned requirements will not be allowed to enter Sasol primary area gates, load or off-load at any Sasol sites.

#### 7.3 Driver

- **7.3.1** Sasol contracted service provider must be registered on the relevant Sasol system, e.g., Renaissance, Fuelwatch; Must have the following required documentation to operate the vehicle:
- **7.3.2** Valid: Driver's license for applicable license, professional driving permit (PrDP), DG certificate (if transporting DG), medical certificate.
- **7.3.3** Non-South Arican (SA) citizen and operators will be required to produce appropriate licensing based on the product transported.
- **7.3.4** Must have the required and valid working at heights training certificate, (if required), as per loading area requirements.
- **7.3.5** If a driver is required to be part of loading or off-loading process, he/she must be appointed as a qualified person. The appointment of a qualified person must be done by the relevant loading and offloading facility (drivers aren't permitted to operate plant equipment and the plant personnel can only train but not appoint a driver).

Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It	remains the user's responsibility to ens	ure that the latest version is obtained.
EOSS-PR-0030	01	None	7 of 25
CD system number:	Revision number:	Registration number:	Page number:

- **7.3.6** Must wear a zero flame overall, safety boots, and a reflective vest when reporting to security, staging and inspection area or any other site related personal protective equipment (PPE).
- **7.3.7** Additional PPE, such as hardhats, safety goggles, gloves, acids resistant polyvinyl chloride (PVC) suites, fall arrestors/safety harness may be required at the loading areas. The transporter must confirm requirements before dispatching the driver to a Sasol site.
- **7.3.8** Must complete and provide proof of a site entry driver induction training conducted within the last 12 months or any other site requirement intervals.
- **7.3.9** Drivers can be required to do additional training based on the risk of the product to be loaded where extra precautionary measures must be taken.
- **7.3.10** Drivers shall be subject to alcohol and drug screening at the discretion of the Sasol sites as and when required.
- 7.3.11 Must present themselves to the relevant site as per loading or off-loading documentation; and
- **7.3.12** Must be trained on procedures on safe loading and off-loading operations, the hazards associated with the product being handled and must be declared competent.

**Note:** A driver not adhering to all the above-mentioned requirements will not be allowed to enter Sasol gates or operate a product transport vehicle at any Sasol site.

#### 7.4 Product

- **7.4.1** The product to be transported must be correctly classified according to SANS10228.
- **7.4.2** The driver must be in possession of all compliant and valid product documentation that are relevant to the specific product being transported.
  - a) Signed DG declaration;
  - **b)** Transport emergency card;
  - c) Delivery manifest and system, applications, products for data processing (SAP) order number;
  - d) Certificate of analysis (CoA);
- **7.4.3** The driver must present a vehicle to the loading operator for inspection before loading or off-loading the product.

## 8 Product transport service provider inspections and checks

The purpose of this section is to ensure that the driver and the vehicle comply with all the Sasol and legislative requirements before entering Sasol gates, loading or off-loading at any Sasol site.

#### 8.1 SLP

The SLP is applicable to Sasol contracted transport service providers. The purpose of the SLP is to ensure that a vehicle complies with the applicable Sasol minimum technical standards relevant to the Sasol loading and off-loading facilities, through a periodic technical inspection.

- **8.1.1** For operations to and from a Sasol-controlled location, Sasol will perform the inspections and issue the SLP.
- **8.1.2** Before vehicles can operate at a Sasol site(s) it will be subject to a SLP inspection and subsequently the SLP must be issued for the vehicle by the appointed Sasol representative.

8 of 25	None	01	EOSS-PR-0030
0 01 23	HOIC		E000-1 1(-0000

- **8.1.3** The SLP will expire after a maximum period of 12 months. At Sasol's discretion the period may be reduced, based on the operating conditions and the product transport service providers' historical performance. A SLP inspection will be voided after modifications or structural repairs, and the product transport service provider will be required to submit the vehicle for a new SLP inspection after modifications and structural repairs.
- **8.1.4** The vehicle must be presented for a SLP inspection prior to the expiry date of the SLP, but not more than 30 days before expiration.
- **8.1.5** The SLP inspection will test and confirm the following:
  - a) Compliance with the Sasol technical standard applicable for loading and off-loading sites, available on Renaissance system.
  - **b)** Roadworthiness of the vehicle, available on Renaissance system.
  - c) Statutory requirements for the country of operation, including validity of license and registration, signage requirements, etc.
- **8.1.6** The road transport service provider must acknowledge compliance of the vehicle with all the Sasol and statutory requirements in writing. Sasol will refuse to perform a SLP inspection should the product transport service provider not comply.

## 8.2 Entry at Sasol sites

- **8.2.1** Driver must confirm the destination and product to be loaded or offloaded at the inspection.
- **8.2.2** Driver must have the required documentation to operate the vehicle (valid driver's license, PrDP).
- **8.2.3** Driver must complete or provide proof of a site entry driver induction training conducted within the last 12 months.
- **8.2.4** Driver shall be subject to alcohol and drug screening when required.
- **8.2.5** Driver must have documentation associated with the product to be delivered or collected, refer to section 7.4 above.
- **8.2.6** Driver must always adhere to the speed limit and traffic rules specified at Sasol sites.

## 8.3 Loading/off-loading area

The purpose of the entry-to-load requirements is to ensure that both the driver and vehicle are safe and adhere statutory and Sasol requirements at the time of entering a Sasol controlled facility.

- **8.3.1** Vehicle engine must be switched-off during loading/off-loading process.
- **8.3.2** Driver must report to the relevant loading operator before engaging in any activities.
- **8.3.3** Driver must comply with all applicable loading/offloading site rules and emergency evacuation plans.
- **8.3.4** Responsible areas must ensure driver competence where drivers are required to be part of loading and offloading process.
- **8.3.5** Vehicles must be weighed in before loading and weighed out after loading to ensure the correct weight/amount of the product is loaded.
- **8.3.6** PPE specified in the area must be always worn.
- **8.3.7** Where required, driver will undergo site specific induction/training.

Data Brintad: 20/07/2022 10:22:12		romains the user's responsibility to one	
EOSS-PR-0030	01	None	9 of 25
CD system number:	Revision number:	Registration number:	Page number:

- **8.3.8** Where a tanker is not dedicated to a specific type of product, cleanliness certificate must be provided, and this is done through the pre-loading inspections.
- **8.3.9** Loading operator must follow the loading/off-loading procedure and specific site requirements.
- **8.3.10** Both driver and the loading operator must conduct pre-loading and post-loading inspections.
- **8.3.11** Smoking is prohibited during loading/off-loading of the product.
- **8.3.12** The area must be demarcated, and choc-blocks always be used during loading or off-loading.
- **8.3.13** Vehicle will be inspected to ensure that it complies with all the requirements.
- **8.3.14** Driver must verify product by providing CoA or supporting documents to the loading operator.
- **8.3.15** Driver must ensure that all required product documentation for the product loaded are supplied before exiting Sasol site after loading the product.
- **8.3.16** Loading/off-loading operator must ensure that the product is being off-loaded into the correct tanks, receptacles or areas.
- **8.3.17** Vehicle shall not be left unattended, and the driver/loading operator must always be in proximity and have line of sight to react if required.
- **8.3.18** Driver must be declared competent on load securement activities that are conducted in accordance with relevant SANS 10187 part 1 to 8 as per applicable vehicle configuration.
- **8.3.19** Loading or off-loading operator must always follow the applicable procedures and apply static electricity management procedure during loading and off-loading.
- **8.3.20** No repair work to the vehicle should take place inside the loading/off-loading area or any other areas in which work is prohibited unless authorized in an emergency and under controlled and supervised conditions.
- **8.3.21** It is the responsibility of the off-loading operator to identify the correct off-loading facility, equipment, tank, inventory, and sufficient space prior to the off-loading of the product.
- **8.3.22** Unless the driver is declared competent by the operations, the driver is not permitted to operate any plant equipment.

## 9 General requirements

These are requirements which may have not been mentioned and/or specified in section 7 & 8 of this document but are critical to ensure that both the vehicle and driver are compliant and execute the transport operation in a safe manner.

#### 9.1 Driver

- **9.1.1** Conduct pre-trip inspection before each trip for product transportation and always report the deviations observed.
- **9.1.2** Adhere to identified and authorised stops within the stipulated time (every two hours).
- **9.1.3** Conduct en-route inspection at each rest stop and report defects so that they can be attended to immediately if serious.
- 9.1.4 Understand and adhere to legal requirements directly related to his/her operation of the transportation of DG.

CD system number: EOSS-PR-0030	Revision number:	Registration number:	Page number:
	01	None	10 01 25
Data Brintad: 20/07/2022 10:22:12	Uncontrolled if printed It	romaine the user's responsibility to one	ure that the latest version is obtained

**9.1.5** Receive annual comprehensive theoretical and practical training relevant to the type of vehicle and to the DG which will be assigned to him; including training in the procedures specific to the cargo, for example flammable liquid or toxic corrosive liquid.

#### 9.2 Vehicle

- **9.2.1** Must comply with the applicable Sasol vehicle technical requirements applicable for specific operations and site;
- **9.2.2** Must have tamper-proof with efficient closing/locking devices, seals on tanker openings and proper maintenance of tanker equipment.

## 10 General safety requirements

These are general safety requirements that all applicable persons must adhere to during preparing, loading/off-loading of the vehicle and transportation of product by vehicle.

- **10.1** Applicable PPE must be always worn during product transportation activities.
- **10.2** Product transport service provider must ensure the wellness of the driver before embarking on each trip to transport a product.
- 10.3 Driver must report unsafe or hazardous situations without delay to the appropriate person.
- **10.4** Driver must report or repair faulty vehicle equipment without delay.
- **10.5** Use or being under the influence of alcohol and drugs is prohibited.
- **10.6** Cell phones must always be switched off in the loading/off-loading area.
- **10.7** Use of open flames or any heat source in the vehicle cab or within the close proximity of the product transportation vehicle is prohibited.

#### Renaissance

- 10.8 All relevant standards and site procedures specific to specific sites must be accessed from the Renaissance.
- **10.9** All non-conformances related to driver and vehicle will be communicated via Renaissance.

## 11 Record management

#### Record matrix

Record nr.	Record description	Responsibility	Medium	Storage location	File	Retention period	Disposal method
None	None	None	None	None	None	None	None

**Note**: Files with hard copies are kept in the document store while the product/customer are active - thereafter it is archived. Electronic data is stored on the server and is backed up as per the IT procedures.

## 12 Amendment record

Revision number	Page	Status/change
01	All	New document

Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed It is	□ remains the user's responsibility to ensi	ure that the latest version is obtained
EOSS-PR-0030	01	None	11 of 25
CD system number:	Revision number:	Registration number:	Page number:

# Appendix A: Inbound product delivery to Sasol - Secunda



Inbound - Product delivery to Sasol proc

CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	12 of 25

# Appendix B: Inbound product delivery to Sasol - Sasolburg



Inbound - Product delivery to Sasol proc

CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	13 of 25

# **Appendix C: Outbound product collection from Sasol**



Outbound - Product collection from Sasol

CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	14 of 25
Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It	remains the user's responsibility to ens	ure that the latest version is obtained.

# Appendix D: Outbound product collection from Sasol – Commercial Energy Solution (CES)



CES outbound product collection.pdf

https://sasol.sharepoint.com/:b:/t/CAIA/EW3c-hcx9QpEi2LC1DZbq8YB7gijHYCajm PDqcYQ5t Jw?e=GY8JdS

CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	15 of 25
Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It	remains the user's responsibility to ensi	ure that the latest version is obtained.

# Appendix E: Outbound product collection from Sasol – ash sales process flow



Outbound - Product collection from Sasol\_

Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It	remains the user's responsibility to ensi	ure that the latest version is obtained.
EOSS-PR-0030	01	None	16 of 25
CD system number:	Revision number:	Registration number:	Page number:

# Appendix F: Outbound product collection from Sasol – non-commercial - Secunda



Outbound - Product collection from Sasol\_

CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	17 of 25
Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It	remains the user's responsibility to ens	ure that the latest version is obtained.

# Appendix G: Outbound product collection from Sasol – waste collection



Outbound - Product collection from Sasol\_

CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	18 of 25
Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It remains the user's responsibility to ensure that the latest version is ob		ure that the latest version is obtained.

# Appendix H: Transport emergency card



1- Hexene WB\_UN2370.pdf

CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	19 of 25

# Appendix I: Legal landscape

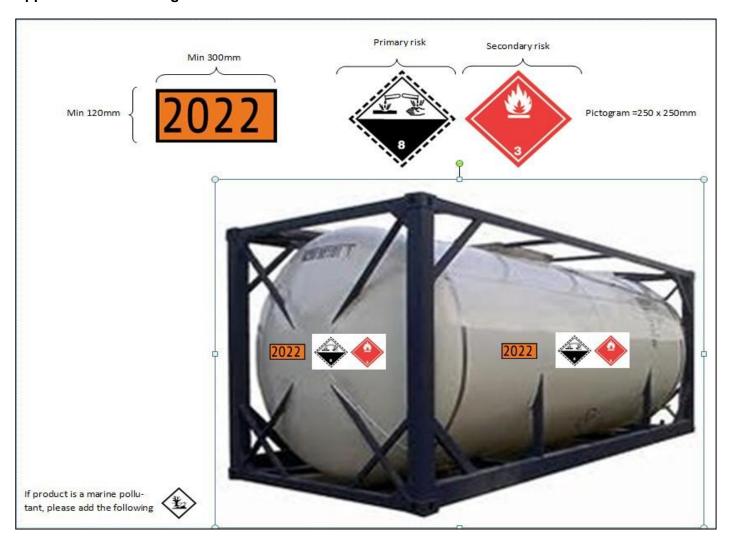


SANS Codes and Legal documents.pdf

https://sasol.sharepoint.com/:b:/t/CAIA/ERjhZASd3fFlieCOUVoT0hMBkiXt-adbEl\_n7A6r\_7og-Q?e=12Z7ET

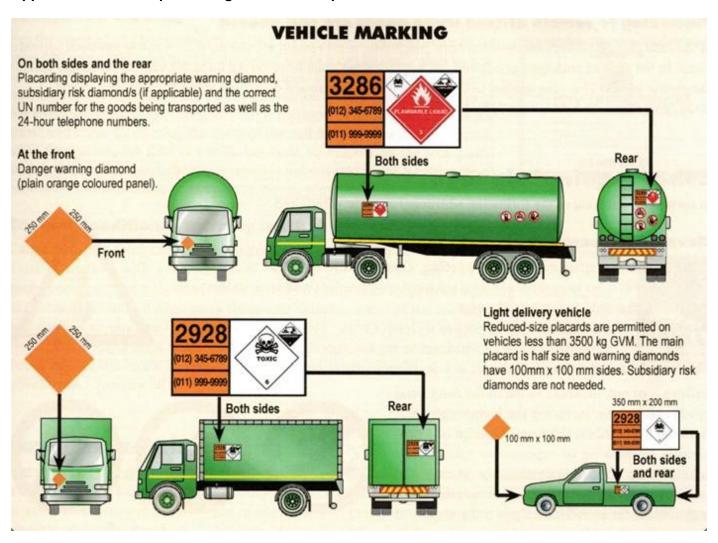
CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	20 of 25
Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It	remains the user's responsibility to ensi	ure that the latest version is obtained.

# Appendix J: Placarding of iso-containers



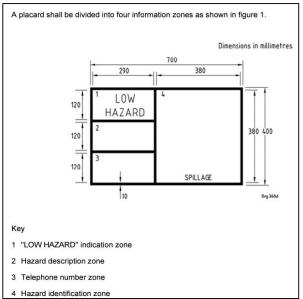
CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	21 of 25
Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It	remains the user's responsibility to ens	ure that the latest version is obtained.

# Appendix K: Vehicle placarding for road transport of DG



CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	22 of 25
Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It is	remains the user's responsibility to ensi	ure that the latest version is obtained.

# Appendix L: Vehicle placarding for road transport of low hazard goods





CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	23 of 25
Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It	remains the user's responsibility to ensi	ure that the latest version is obtained.

# Appendix M: General technical standard – DG vehicles: SLP



SAS-STD-TECH-001-0-General technical st

SAS-STD-TECH-001-0-General technical standard-Dangerous Goods vehicles.doc

CD system number:	Revision number:	Registration number:	Page number:
EOSS-PR-0030	01	None	24 of 25
Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed. It	remains the user's responsibility to ensi	ure that the latest version is obtained.

# Appendix N: Summary of requirements for product transport supplier, driver and vehicle

Requirement	Product Transport Supplier	Driver	Vehicle
Site entry induction		<b>√</b>	
Site entry inspection			<b>√</b>
Driver's license; PrDP; DG		<b>√</b>	
certificate			
PPE		<b>√</b>	
SQAS-AFRICA certified	✓		<b>√</b>
Valid SLP			<b>√</b>
Registered on	✓	<b>√</b>	<b>√</b>
Renaissance			
Vehicle Roadworthiness	✓		<b>√</b>
Staging area inspections		<b>√</b>	<b>√</b>
Correct Placarding			<b>√</b>
Cleanliness certificate			<b>√</b>
DG declaration		<b>√</b>	
Transport Emergency		<b>√</b>	
Card			

ľ	Date Printed: 20/07/2023 10:33:13	Uncontrolled if printed It	remains the user's responsibility to ensi	ure that the latest version is obtained
	EOSS-PR-0030	01	None	25 of 25
	CD system number:	Revision number:	Registration number:	Page number:



## **Governance Document Approval**

Title of document:	Mandatory Requirements for Road Product Transport Service Providers
Document Number:	EOSS-PR-0030

Note: The responsible persons will reflect on the front page of the document. These people will be responsible for updating and maintaining the document.

Responsible Department / Person	Role Description
SME:	Titipana, Motlatsi (MS)
Document Approver:	Dixon, Sugnét (S)
Document Owner:	Pillay, Kruben (K)

Signed by:Kruben Pillay Signed at:2023-09-14 08:26:01 +02:00 Reason:I approve

Kauben Pillay

Pillay, Kruben (K) - Document Owner

Signed by: Sugnet Dixon Signed at:2023-09-13 15:20:11 +02:00 Reason:l approve

Sugner Dixon

Dixon, Sugnét (S) - Document Approver