

INSTRUCTION DRIVER – DISTRIBUTION CENTER BLEISWIJK – HOOGVLIET CENTRAL BAKERY

Entry

- To get access to the site, the driver must report to Ingang/ Speedgate. By pressing the bell, the driver comes in contact with the porter.
- The porter decides whether the driver is allowed on the site. If so, the porter will indicate at which dock number the driver is allowed to park his truck. The doors of the truck need to be closed. (follow the red route on the map).

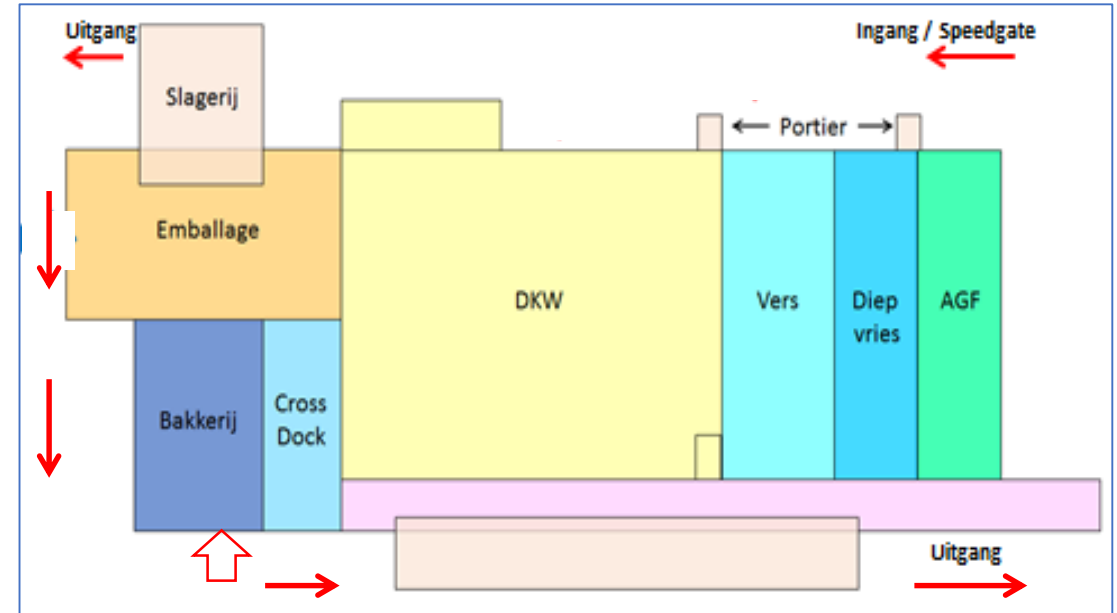
Unload

When the driver brings goods for **Central Bakery**, the following guidelines apply:

- After docking, with the doors closed, the driver enters the building through the door of the bakery entry and reports at an Hoogvliet employee of the bakery.
- The driver goes inside to the dock where his truck is parked, opens the doors and, only when a sign of the Hoogvliet employee is given, he picks up an electric pallet truck from the loader.
- If the pallet doesn't measure up to the requirements of Hoogvliet, the system refuses the pallet.
- At arrival there is the possibility that an Hoogvliet employee will do a quality and/or temperature check.
- When all the goods have been checked and found to be correct, the driver closes his doors and places the electric pump truck back on the charger.
- After the Hoogvliet employee has checked the pump truck, the driver picks up his signed shipping documents at the employee of the bakery. Any deviations will be noted by the porter on the shipment documents.
- When goods are returned for whatever reason, the porter will make a note of this on the shipping documents.

Leaving the building and site

- The driver leaves the building through the personnel door. The driver leaves the site immediately after unloading via the nearest exit.



Empty goods (Emballage)

- When the driver needs to collect empty goods / containers, the porter will contact the empty goods department and provide a dock number where loading can take place. Also here, the driver enters the truck with closed doors and then the driver enters the building through the personnel doors number 12, 16 and 17.

Services

- Only the porter's lodges are equipped with a waiting room, coffee machine and toilet.

Safety

- During unloading of goods, the driver wears safety shoes and a safety vest and complies with the applicable safety regulations.