



**NOTRE USINE,
NOTRE SÉCURITÉ,
NOTRE AVENIR AUSSI ...**



www.recyfuel.be





GENERAL INSTRUCTIONS

SAFETY & ENVIRONMENT

FOR DRIVERS

January 2025





ACCESS AUTHORISATION TO THE SITE

Safety/Environment passport required for any unloading/loading of waste

- Present the passport at the reception for any unloading/loading



Accompanying strictly forbidden on the site

→ passengers must wait at the truck reception area

**Non-compliance with safety/environment instructions
= immediate and permanent ban on access to RECYFUEL**















TRUCK ON THE SITE

- **Containers/trailers** always **covered by tarpaulin** outside buildings
- **Wheel chocks** required in the parking (truck and trailer 
- **Ground** containers only on "**container platform**"
- No parking allowed on the **emergency access routes, doors and shutters**
- No **climbing** on the waste in the **tipper**
- **Transports ADR:**
 - Trucks and tanks complying with **transport regulations**
 - **Keep** ADR signs and labels **after** unloading





GENERAL RISKS IN RECYFUEL

Instructions0	Risks
 except in smoking areas	Fire/explosion : Flammable waste, dust, fuel  
 in industrial buildings   ABEK /  P3  Highly recommended !	Chemical exposure : Organic/inorganic vapor, dust  irritant  flammable  corrosive  dangerous to the environment → Dust in eyes → Inhalation → Skin contact



GENERAL RISKS IN RECYFUEL

Instructions



Site



Halls



Respecting signs and traffic regulations



Pedestrian paths are mandatory
Outside, no access



RA – Restricted Area



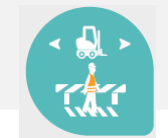
No admittance in the Restricted Area without authorization
→ Mandatory agreement of the Area Manager



Do not move more than 1 arm's length
away from the vehicle



Catching the eye of the mobile
equipment operator



Do **not approach** a vehicle or piece of equipment
that is moving or whose engine **is running**
Stay **out of the manoeuvring area** of moving
vehicles and equipment

Risks

Collision, traffic






PORT OF PPE

Activities / facilities	Instructions
In facilities	    
Waste handling	  ABEK → Recommended !
Absorbents handling	  P3





SPECIFIC RISKS RELATING TO UNLOADING

Risks	Instructions
 <p>Fall into pit</p>	<p>Keep safety distance from pits <u>(when shutter opened and truck not positioned for unloading)</u></p> <ul style="list-style-type: none">- Hall 1 = minimum 3m- Hall 6 = minimum 2m <p>Tank truck : pipe of adapted diameter is required for unloading</p> <p>Forbidden to</p> <ul style="list-style-type: none">- enter in the exclusion area- lean over pits- climb on the stopping border walls of pits- clean the trailer over pits → close shutter





SPECIFIC RISKS RELATING TO UNLOADING

Risks	Instructions
 Fall into pit +	<p>Forbidden to</p> <ul style="list-style-type: none">- touch the stopping border walls of the pits with truck wheels- drive backward/forward and use brake with the container raised (to released/decompress waste)
 Lateral tipping	<p>Lifted trailer:</p> <ul style="list-style-type: none">- driver out of cab (if possible)- no pedestrians near truck when the skip is in the raised position



SPECIFIC RISKS RELATING TO UNLOADING

Risks	Instructions
	<p data-bbox="803 492 1070 549">Obligation</p> <ul style="list-style-type: none"><li data-bbox="803 596 1856 646">- 1 single unloading at a time (shutter opened)<li data-bbox="803 668 1725 803">-  Connect truck to earthing <u>before opening doors and shutter</u><li data-bbox="803 853 1837 961">- Maximum safety distance from pits (opened shutter)<li data-bbox="803 1011 1702 1118">- Immediate closure of the shutter after unloading



**NON COMPLIANCE WITH SAFETY RULES AND INSTRUCTIONS
= RISKS ↗↗**

Problem ?

Contact the site operator IMMEDIATELY !

EMERGENCY PROCEDURE



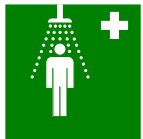
ACCIDENT, INCIDENT, FIRE, ...



- Emergency button next to the emergency exit (linked with control room)



- Call 04 273 99 91 = Control room
- Call 04 273 99 97 = Guard
- Call 112



- If eye and skin chemical splash :
Remove contaminated clothes and rinse thoroughly
→ with the portable Diphoterine shower
→ or with water 20' minimum



- If cardiac arrest:
Automatic external defibrillator → infirmary



Any emergency and/or accidental detected must immediately be reported to the site manager

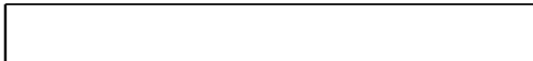




EMERGENCY PROCEDURE

ALERT  = Problem on the site – Discontinuous sound

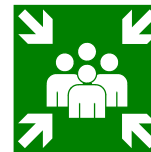
- Immediate halt all unloading/loading operations, buildings evacuation, parking the truck on the parking area, and switch off all engines
- Free up all access routes (roads, shutters and doors)
- Phone communication forbidden
- Evacuation of the buildings following the Recyfuel staff instructions

ALARM  = Evacuation of the site – Continuous sound

- Same instructions in case of ALERT



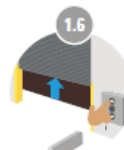
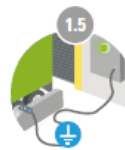
- Destination to the assembly point :
- Backward forbidden
- Alerting your presence to Recyfuel staff



INSTRUCTIONS UNLOADING

TILTING CONTAINER

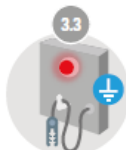
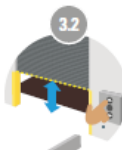
HALL 1 - BULK



- 1.1 Stop at +/- 3 m from the shutter
- 1.2 Tarping off the truck
- 1.3 Lock the door safety system
- 1.4 Unlock the back of the truck
- 1.5 Connect the truck to the earthing
- 1.6 Open the shutter



- 2.1 Move back to the edge of the pit
- 2.2 No hard braking - do not hit the stopping boarder walls of the pit
- 2.3 Unlock the safety system
- 2.4 Unloading cargo at 1x
- 2.5 Do not hit the stopping boarder walls of the pit and drive forward/back



- 3.1 Advanced +/- 4m
- 3.2 Close the shutter up to the indication on the slide shutter
- 3.3 Disconnect the earthing clamp
- 3.4 Sweep the discharge ground and the waste into the pit
- 3.5 Do not hit the stopping boarder walls of the pit and drive forward/back
- 3.6 Close the shutter
- 3.7 Lock the truck
- 3.8 Truck tarpaulin before leaving

Recommended



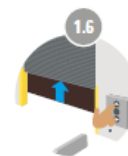
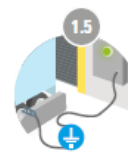
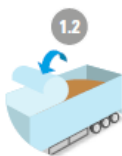
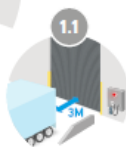
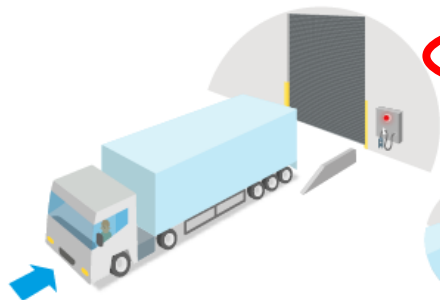
A problem?
Contact the site operator!
04 273 99 91



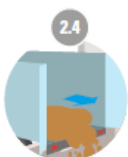
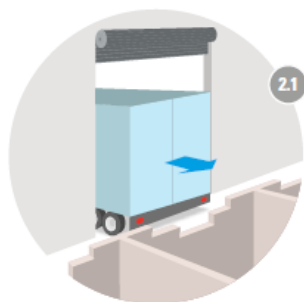
INSTRUCTIONS UNLOADING

WALKING FLOOR TRUCK

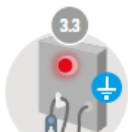
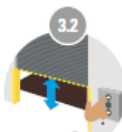
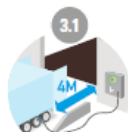
HALL 1 - BULK



- 1.1 Stop at +/- 3 m from the shutter
- 1.2 Tarping off the truck
- 1.3 Lock the door safety system
- 1.4 Unlock the back of the truck
- 1.5 Connect the truck to the earthing
- 1.6 Open the shutter



- 2.1 Move back to the edge of the pit
- 2.2 No hard braking - do not hit the stopping boarder walls of the pit
- 2.3 Unlock the safety system
- 2.4 Unloading cargo



- 3.1 Advanced +/- 4m
- 3.2 Close the shutter up to the indication on the slide shutter
- 3.3 Disconnect the earthing clamp
- 3.4 Sweep the truck and the discharge ground
- 3.5 Sweep waste into the pit
- 3.6 Do not enter in the exclusion area
- 3.7 Close the shutter
- 3.8 Lock the truck
- 3.9 Truck tarpaulin before leaving

For Absorbents



A problem?
Contact the site operator!
04 273 99 91



INSTRUCTIONS UNLOADING

TANKTRUCK

HALL 1 - TANK



- 1.1 Stop at +/- 2 m from the external shutter
- 1.2 Open the shutter up to the indication on the slide shutter
- 1.3 Connect the truck to the earthing
- 1.4 Connect the pipes of adapted diameter
- 1.5 Drain the tank
- 1.6 Disconnect the earthing clamp
- 1.7 Disconnect and store the pipes
- 1.8 Scrape the floor behind the tank
- 1.9 Scrape the waste into the pit
- 1.10 Do not enter in the exclusion area**
- 1.11 Close the shutter before leaving

Recommended



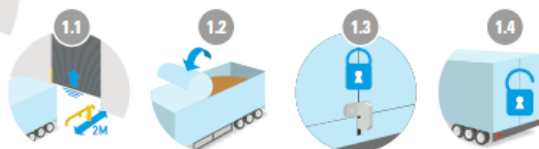
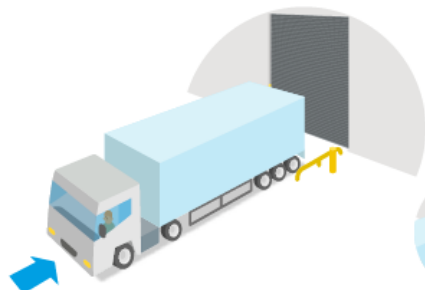
A problem?
Contact the site operator!
04 273 99 91



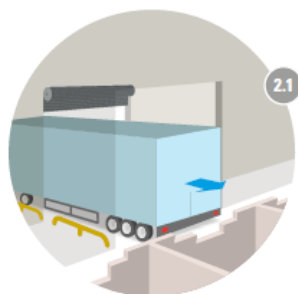
INSTRUCTIONS UNLOADING

WALKING FLOOR TRUCK

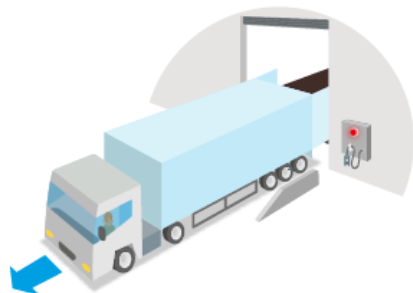
HALL 6 - ABSORBENTS



- 1.1 Stop at +/- 2 m from the external shutter
- 1.2 Tarping off the truck
- 1.3 Lock the door safety system
- 1.4 Unlock the back of the truck



- 2.1 Move back to the edge of the pit
- 2.2 **No hard braking - do not hit the stopping boarder walls of the pit**
- 2.3 Connect the truck to the earthing
- 2.4 Unlock the safety system
- 2.5 Unloading cargo
- 2.6 Disconnect the earthing clamp



- 3.1 Advanced +/- 4m
- 3.2 Sweep the truck and the discharge ground
- 3.3 Sweep waste into the pit
- 3.4 **Do not enter in the exclusion area**
- 3.5 Lock the truck
- 3.6 Truck tarpaulin before leaving



A problem?
Contact the site operator!
04 273 99 91

