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***Haz Mat Parking Procedures for the Duenweg Safe Haven and Terminal***

**Two** areas at the Duenweg terminal are authorized for hazardous materials parking.

* For commercial explosives 1.1 through 1.6, you are to use the safe haven located adjacent to the office/ shop building. **All loads must be locked with a padlock.** The safe haven is the only authorized drop location for explosives at the Duenweg terminal.
* When you bring your paper-work inside to the Dispatch area, you may pick-up another padlock from your dispatcher during normal business hours and at extended coverage during off- hours.
* The **"designated back row"** area located south of the shop is available for all other haz mat shipments.

**These guidelines are to be followed when parking trailers at either location:**

1. Drivers are required to check with operations for a compatibility review, trailer spacing requirement and approval to drop equipment.
2. Operations are to utilize the "Hazardous Materials Load and Segregation Chart" to determine the compatibility of haz mat parked in the designated back row. For radioactive materials, operations will have to obtain the "transport index" from the driver's paperwork to determine the minimum separation distance between trailers. The TI cannot exceed 50 for any group of trailers. 20' must be maintained between groups of 50 TI, see 173.447(a). Before authorizing the dropping of a radioactive shipment; operations must contact the customer service representative or customer for approval. If there is a question after-hours you can call:

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| Sarah Hogan | 417-529-9023 |
| Marni Smith | 417-358-9318 |
| Vonda Cooper | 417-472-3884 |

1. For explosives, the driver must perform a trailer inspection *prior to entry* to the safe haven. (Completely fill out required form and pass to operations.) For other haz mat, the driver must perform a trailer inspection before unhooking from the trailer.
2. Inspections must include the proper display of all placards, check the paper work too.

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1. In the safe haven a 5' spacing must be maintained between loaded trailers. Trailers can only be parked side-by-side or end to end. Do not park in a manner that will require the moving of one trailer in order to move another trailer. Except for radioactive materials, other shipments of haz mat parked on the back row have no spacing requirement. However, if the number of dropped loads is few and space remains, every attempt at a 5' spacing between loaded trailers is desired.
2. Company locks and *I* or approved seals must be applied to all vans.(see above)
3. Shipping papers are not to be retained by drivers. All shipment paperwork is to be delivered to the dispatch office immediately after dropping a trailer at either location.
4. Commercial shipments in the safe haven are limited to I 00 hours.
5. Operations will do a daily inventory *I* yard check.
6. **GOVERNMENT AA&E** **MAY NOT COME INTO THE DUENWEG TERMINAL AT ANYTIME FOR ANY REASON.**