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ACP Info Sheet: Product Guide

HANDLING & TRANSPORTING CONCRETE POSTS

Use this document as a guide as to how to handle, Pack and Transport the ACP concrete fence posts.

Australian Concrete Posts Pty Ltd [ACP] fence posts are stacked in two rows and strapped into bundles or packs. They are strapped with metal strapping onto two timber gluts underneath for ease of storage and transport. This method minimizes damage to posts during moving and handling.

The Fence Posts are in bundles of thirty, and the Strainer Posts are in bundles of six.

Australian Concrete Posts Pty Ltd [ACP] strongly recommend that all handling of the concrete posts be done using mechanical aids. Mechanical aids such as, forklift or tractor with forks to lift and manoeuvre the posts from truck to delivery site. This method must also be employed when the bundles have been unstrapped and opened.

The bundle weight must be observed when using lifting machinery to offload, to make sure that the machinery is capable of lifting the pack weight. See the table below for post codes and approximate weight for each bundle.

AUSTRALIAN CONCRETE FENCE POSTS PACK SPECIFICATIONS			
30 PACK FENCE POSTS			
<u>CODE</u>	<u>DESCRIPTION</u>	<u>WEIGHT</u> (kg)	<u>DIMENSIONS</u> (mm) Length x Width x Height
FP01	6.4ft 5 Hole Pack	1050kg	1900x980x340
FP02 & FP03	7ft 5 Hole Pack	1200kg	2150x980x340
FP04	7.2ft 4 Hole (130mm) Pack	1230kg	2200x980x340
FP22	7.2ft 4 Hole (110mm) Pack	1020kg	1900x980x300
6 PACK STRAINER POSTS			
SP01	7ft Strainer	640kg	2150x800x250
SP02	8ft Strainer	715kg	2400x800x250
SP04	10ft Strainer	900kg	3000x800x250

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Stacking the bundles onto ground

Due care and attention must be given when restacking bundles and when the strapping is removed.

The ground conditions to stack or store a bundle of concrete posts should be stable and even ground.

The bundles must be stacked level and straight and the load bearers should be in line.

See pictures on right hand side as a guideline.

Off-loading should be carried out by authorised, competent and trained personnel. Ensure that area is clear of obstructions and away from members of the public and other trades. Due consideration to manual handling should be taken in handling both the concrete fence posts and strainer posts.

How to handle the concrete posts

Safe Work Australia (www.safeworkaustralia.gov.au) can provide guidance on manual handling.

1. We recommend you handle the posts as little as possible to prevent fatigue and injury.
2. As the posts are all over 20kg we recommend you complete a thorough risk assessment before attempting to manually handle the posts. Wherever possible, use a mechanical aid for the heavy lifting and moving the posts.
3. At least two people should be used when handling the concrete fence posts.
4. When placing the posts on the ground beside the prepared holes we recommend you DO NOT drop or throw the posts onto the ground, as this may cause a fracture through the concrete post.

Products must be stacked on top of each other like this keeping the load bearers in line



Products must not be stacked unevenly



Products must not be stacked on top of each other like this as the load bearers are not in line



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The forks must be widened to be as close to the load bearer as possible



The forks must not be close together when picking up packs



Products must not be taken out of packs using the forklift, they will damage the unit

Safety and risk assessment

Due to the potential of the concrete posts shattering when being installed or being handled we recommend you do a thorough risk assessment before installation begins.

Ensure the area you're working in is clear of obstructions and other people.

Ensure workers use the appropriate personal protection equipment. We recommend as a minimum; head protection, eye protection, hand protection, foot protection and long trousers to avoid incidents and injury from any debris during installation. By taking the appropriate personal protection you are able to minimise injury. Ensure other people around you are also aware of the dangers and are also using appropriate PPE.

ACP GUIDE: ALWAYS ENSURE YOU UNDERTAKE A THOROUGH RISK ASSESSMENT AND MITIGATE THOSE RISKS BEFORE HANDLING THE [ACP] CONCRETE FENCE POSTS.