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|  | <b>NAME OF ORGANIZATION</b> | <b>Doc No:</b> ABC/BRC/SOP/006<br><b>Issue No / Revision No:</b> 01/00<br><b>Effective Date:</b> 01.09.2022<br><b>Status:</b> |
|  | <b>Transportation</b>       |   |

## PROCEDURE FOR TRANSPORTATION

### 1. PURPOSE :

To establish a procedure to :

- Protect product from potential sources of contamination;
- Protect product from damage likely to render the product unsuitable for use.

### 2. SCOPE :

- It applies to all products transported from the factory to various locations and products received by the factory from suppliers.

### 3 RESPONSIBILITY:

- Manager transport
- Transporter.

### 4 PROCEDURE:

Tanker inspection (including bulk carriers) criteria has been laid down which include the following aspects:

- Acceptable and unacceptable conditions of the goods
- Whether clean and intact
- Free from moisture and offensive odours
- Free from pest, chemicals, glass etc.

Bulk crude oil receiving and shipping are kept secure, clean and stored in sanitary manner.

#### Transportation of products:

- The tankers are engaged and checked for its adequacy based on checklist . No special temperature and humidity conditions are required for transportation of the product.
- Conveyances and bulk containers are designed and constructed so that they do not contaminate or damaged the finished product.

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- Transporting vehicles will be effectively cleaned, repaired and, where necessary, disinfected.
- A vehicle hygiene checklist is maintained to ensure the hygienic condition of the vehicle.

## 5. REFERENCE

NONE

## 6. RECORDS

- Vehicle hygiene check list