



# **Cargill ROE Bulk Liquid**

**Transport Guidelines  
Customers Own Collection (FCA)**

January 2015 Version

# Introduction

This document defines the minimum requirements in terms of standards and specifications that the Cargill businesses of Refined Oils Europe (CROE) expect for all Bulk Refined Oils products loaded at Cargill ROE locations

Cargill is committed to ensuring that our customers' expectations in terms of service, product quality, product safety and personal safety are fully met.

For products intended for the Food use according to EU Regulations, Cargill will only allow transportation of their bulk foodstuffs in bulk food tankers. Cargill expects that all carriers comply with all laws and regulations applying at the time in the countries of operation and the EU and the FEDIOL Code of Working Practice - [FEDIOL Code of Practice for the transport in bulk of oils into or within the European Union](#)

As part of our quality/food safety programs we have detailed the requirements and recommendations that the Transport Company must comply with. These standards are mainly based on:

- The Cargill Corporate Food Safety Manual,
- Quality Management System Requirements of ISO-9001;
- The Codex CAC/RCP 1-1969, Rev. 4-20031 'Recommended international code of practice general principles of food hygiene' (include requirement for a HACCP system);
- National and EU laws and regulations.

The parties expressly agreed that any assignment with respect to the transport of foodstuff products by tankers/containers shall be subject to the terms of the CMR-convention.

For products loaded for other end-uses (Feed/ Technical) the local agreed regulations and trade requirements will be leading for equipment specification and carrier guidelines if local loading facility capabilities allow for this type of equipment (see Addendum 1).

**Demurrage at loading:** Here is the Cargill policy for demurrage claims:-

- 1: Cargill pay a maximum of €50 per hour for loading delays.
- 2: Our maximum allowance for a day is €500.
- 3: Vehicles must have arrived within 30 minutes of their booked/allocated time
- 4: Early arrivals are not considered until their actual booked time.
- 5: Appointment windows (e.g. 08:00 – 12:00), have no time tolerance after 12:00
- 6: Where there is no time slot booking system in place, only substantial delays where Cargill has had a severe technical issue will be considered.
- 7: Claims are only considered when your delay starts to exceed a total of 3 hours, although the calculation will begin from an allowed 2.5 hours for loading
- 8: All claims will be judged on a merit basis by applying off-set methodology.
- 9: Delays due to a truck verification issue will not be considered.
- 10: You will need to quote a Cargill PO number on your invoice for agreed delay costs.

**Definition:** Please note that all references to "tankers" in this document apply also to bulk tankers, road tankers, bulk containers and tank containers.

**SCOPE:** Applicable for the following Cargill ROE sites and also includes our third party locations

## **Netherlands**

Cargill ROE Botlek Multioils  
Cargill ROE Amsterdam Sun & Soya

## **Germany**

Cargill ROE Hamburg Multioils  
Cargill ROE Salzgitter Rape  
Cargill ROE Mainz Rape  
Cargill ROE Riesa

## **Belgium**

Cargill ROE Izegem - Multioils  
Cargill ROE Antwerpen Rape

## **France**

Cargill ROE St Nazaire Sun

## **Spain**

Cargill ROE Reus Multioils

# SAFETY & ENVIRONMENT

This is a list of Cargill minimum requirements and there may be additional site-specific requirements, which all carriers must comply with. It is the Drivers responsibility to check for any additional safety or environmental requirements upon arrival at our loading locations.

1. **Correct Personal Protective Equipment (PPE).** Drivers must wear clean and trim clothes which cover the whole body. Overalls without breast pockets are preferred. The wearing of shorts is prohibited. Outside pockets must be empty during inspection, loading or unloading of the tanker. High visibility jacket/clothing, safety shoes, safety glasses, hairnets and safety helmets are mandatory according to local rules.
2. Fall arrest is mandatory for **ALL** activities on top of the tanker.
3. **Languages/Communication** - The driver must be able to **communicate** and be **understood** by the loading staff at the Cargill loading locations
4. **ADR:** Any previous cargoes considered ADR is not permitted and vehicle will be rejected.
5. **Insurance:** All carriers entering Cargill premises need to have adequate insurance. It is the customer's responsibility to check that these are valid.
6. It is the customer's responsibility to ensure their drivers are capable operating tank trucks at all Cargill sites.
7. **Technical products:** If the customer arrives with a technical truck, this must be cleaned unless the previous cargo was one of the CROE products.
8. In case any object falls inside the tanker during loading, it is strictly forbidden to remove it. You must immediately notify the Cargill person in charge of loading.
9. Vehicles must be parked on a flat, level surface. Where this is not possible extra precautions need to be taken (wheel chocks should be used).
10. You must **NEVER** move the vehicle whilst anyone is on top of the vehicle.
11. Comply with speed limits applicable at the location and do not cause an obstruction to roads or entrances.
12. In case of an accidental spillage you must immediately inform the person in charge of loading and follow his or her instructions. (note: if spillage was caused by your driver or equipment, you will be held accountable for all damages, losses and cleanup costs)
13. It is forbidden to clean or wash the tanker or unit on Cargill sites.
14. In case of a fire alarm the instructions of the plant personnel must be followed immediately.
15. Access to areas not related to loading or unloading is strictly forbidden.
16. Passengers and animals are not permitted to be in vehicles whilst on Cargill sites. If a driver needs to be accompanied for training purposes, you must gain approval from Cargill in advance
17. The use of mobile communication devices whilst driving is strictly forbidden on all sites. Also the use of any photographic equipment is forbidden whilst on Cargill sites.
18. The design of the tankers must be such that no harm or injury can be caused to anyone operating or inspecting the tanker.
19. There is a strict no jewellery policy at all loading locations.
20. Smoking, eating and drinking is prohibited at the sites, except in designated areas.
21. Toilet facilities are available for drivers on all Cargill sites. Any activity by a driver deemed unhygienic or unsafe by Cargill will result in that driver (or in the most extreme cases the haulage company) being banned from Cargill Sites.

# EQUIPMENT & LOADING

1. Prior to loading the driver must present a tanker suitable to load the cargo and present the accompanying CMR documentation detailing previous loads, according to local legal and agreed trade specifications.

For food products, only tankers dedicated to the transport of foodstuffs must be used. They must be marked visibly and it must be non-erasable (permanent) on the tanker itself in one or more EU languages:

**“FOR FOODSTUFFS ONLY”, “NUR FÜR LEBENSMITTEL“, “LIQUIDES ALIMENTAIRES“**

2. Cargill ROE requires that all foodstuff trucks comply with the FEDIOL List for Food Stuffs (see Addendum 2). N.B: customer or trade names/codes are not acceptable.  
It is the responsibility of the Customer and their carrier to ensure compliance with the previous loads list and cleaning requirements. Cargill expects that equipment is dry and clean prior to loading. If the customer does not accept the FEDIOL Food Stuff list for Food transport, this must be agreed with Cargill upfront.
3. For Food safety and Product security all critical points of possible ingress into the tanker should be sealed with tamper evident numbered seals. Cargill recommends sealing directly after cleaning and after loading at a Cargill site.
4. Some Cargill ROE locations are unable to handle trucks with 3 or more compartments. In order to prevent your trucks being unable to load, please check with your customer services representative prior to presenting.
5. Closure of manholes, closure of all valves and sealing is the responsibility of the driver at all times during the loading process. Bottom valves (as well as any box including the bottoms valves) must be closed before loading where Cargill facilities are top loading only.
6. It is the driver's responsibility to ensure/check that all seal numbers (where applicable) are recorded on the CMR.
7. Your driver is responsible for ensuring he has all his relevant documentation (e.g. CMR, weigh ticket, certificate of analysis) and any sample(s) with him prior to departure from Cargill.
8. If food quality product is to be loaded into a feed truck, that product will be labeled as intended use feed grade. If food or feed quality product is to be loaded in a technical truck, the product will be labeled as technical.
9. **Where customers wish to apply a waiver to any of the above principles, this must be agreed prior to loading.**
10. Tankers are **not allowed** to enter or move within Cargill premises whilst pressurised.

Addendum 1: Cargill load-point capabilities matrix.

Addendum 2: Fediol List of previous cargoes - [Fediol Foodstuff List](#)

Addendum 3: Load point specifications

## Addendum 1 : Bulk Liquid Transport Guidelines

		CARGILL LOADPOINT CAPABILITIES MATRIX											
		Amsterdam Multiseed	Amsterdam Soya	Antwerp	Botlek	Hamburg	Izegem	Salzgitter	Riesa	Mainz, food line rape	Mainz, tech line rape	St. Nazaire	Reus
<i>Food grade refined, end use food</i>													
	Loading in food trucks	Y	Y	Y	Y	Y	Y	Y	Y	Y	N/A	Y	Y
<i>Food grade refined, end use feed</i>													
	Loading in food trucks	Y	Y	Y	Y	Y	Y	Y	Y	Y	N/A	Y	Y
	Loading in feed (GMP+) trucks	N	Y	N	Y	Y	N	N	N	N	N/A	N	N
<i>Food grade refined, end use technical</i>													
	Loading in food trucks	Y	Y	Y	Y	Y	Y	Y	Y	Y	N/A	Y	Y
	Loading in technical trucks	N	Y	N	Y	N	N	N	N	N	N/A	N	N
<i>Feed grade refined, end use feed (*)</i>													
	Loading in feed (GMP+) trucks	N	Y	N	Y	Y	N	N	N	N	N/A	N	N
<i>Technical grade refined, end use technical (**)</i>													
	Loading in technical trucks	N	Y	N	Y	N	N	N	N	N	Y	N	N
(*)	There are no structural feed grade refined products available, only occasionally; all refined products are food grade and can be collected in food trucks												
	In Botlek, Hamburg and Amsterdam soya it is allowed to load the food refined products as well in Feed (GMP+) trucks, so then the product will turn into a feed grade refined product												
(**)	There are no structural technical grade refined products available, only occasionally; all refined products are food grade and can be collected in food trucks												
	In Botlek and Amsterdam soya it is allowed to load the food refined products as well in technical trucks, so then the product will turn into a technical grade refined product												
Remark1:	Any previous hazardous product will be refused												
Remark2:	On those locations where we can load technical trucks, the truck needs to be cleaned before loading												
Remark3:	Cargill applies the following principles with respect to Feed labeling (feed legislation EU68/2013) on delivery documents (CMR, delivery note):												
	Food grade refined product loaded in food trucks: "FOOD / FEED MATERIAL"												
	Food grade refined product loaded in feed (GMP+) trucks: "FEED MATERIAL"												
	Feed grade refined product loaded in feed (GMP+) trucks: "FEED MATERIAL"												
	The right label is determined by the type of truck (food or non food truck), which is used for loading												
	Customer should identify their preference during contracting (food truck or feed truck)												
	When it is not known during contracting, if a food truck or feed truck is used for loading, and the contract has end use feed, then Cargill will default apply the label "Feed Material"												

## FEDIOL LIST OF PREVIOUS CARGO'S

**All products shall be of food/food-grade quality!**

- Acetic acid
- Alcoholic drinks
- Citric acid
- Cocoa products and chocolate products
- Corn steep liquor
- Crude, semi-refined and refined vegetable oils and fats
- Egg white powder
- Egg yolk powder
- Emulsifiers
- Ethanol
- Fatty acids
- Fish oil
- Fruit juices including concentrates
- Glycerol/glycerine
- Honey
- Jams
- Lactic acid
- Lard and tallow (with veterinary certificate)
- Lecithin
- Liquid yeast
- Malt extract
- Milk and milk products
- Paraffin wax
- Pectin
- Phosphoric acid
- Potable and distilled water
- Propylene glycol
- Soft drinks
- Sweeteners, Natural and Artificial
- Vinegar
- Wheat mix
- White mineral oil

## Addendum 3 : Bulk Liquid Transport Guidelines

### Refining Line

<b>Loading point</b>	<b>SAINT-NAZAIRE</b>
<b>Cargill legal entity</b>	Cargill France S.A.S.
<b>Loading address</b>	Boulevard Paul Leferme 44600 Saint-Nazaire
<b>Country</b>	France
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oils & Fats
<b>Trucks are to arrive between</b>	Mon - Fri: 06.00 - 18.00 hrs
<b>Loading appointment type</b>	
<b>Specific loading requirements</b>	
<b>Emergency / Out of office</b>	0031648876047

<b>Loading point</b>	<b>BOTLEK</b>
<b>Cargill legal entity</b>	Cargill B.V.
<b>Loading address</b>	Welplaatweg 34, harbor 4140 3197 KS Rotterdam - Botlek
<b>Country</b>	The Netherlands
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oils & Fats
<b>Trucks are to arrive between</b>	Mon - Fri: 06.00 - 22.00 hrs Sat :06.00 - 12.00 hrs Sunday closed for loading
<b>Loading appointment type</b>	A specific loading time will be allocated on your order confirmation.
<b>Specific loading requirements</b>	Domestic: top loading equipment possible Loading done by driver, check top loading requirements
<b>Emergency / Out of office</b>	0031611367302



## Addendum 3 : Bulk Liquid Transport Guidelines

<b>Loading point</b>	<b>AMSTERDAM / MULTISEED</b>
<b>Cargill legal entity</b>	Cargill B.V.
<b>Loading address</b>	Oceanenweg 19 1047 BA Amsterdam
<b>Country</b>	The Netherlands
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oils & Fats
<b>Trucks are to arrive between</b>	Mon - Fri: 06.00 - 21.00 hrs
<b>Loading appointment type</b>	
<b>Specific loading requirements</b>	Latest arrival <b>21.00 hrs</b>
<b>Emergency / Out of office</b>	0031648876047

<b>Loading point</b>	<b>AMSTERDAM / SOY</b>
<b>Cargill legal entity</b>	Cargill B.V.
<b>Loading address</b>	Coenhavenweg 1 1013 BK Amsterdam
<b>Country</b>	The Netherlands
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oil & Fats
<b>Trucks are to arrive between</b>	Mon - Fri: 06.00 - 20.00 hrs
<b>Loading appointment type</b>	
<b>Specific loading requirements</b>	Latest arrival <b>20.00 hrs</b>
<b>Emergency / Out of office</b>	0031648876047



## Addendum 3 : Bulk Liquid Transport Guidelines

<b>Loading point</b>	<b>IZEGEM</b>
<b>Cargill legal entity</b>	Cargill N.V.
<b>Loading address</b>	Oils: Noordkaai 5, gate 107, 8870 Izegem Fats: Zuidkaai 33, gate 400, 8870 Izegem
<b>Country</b>	Belgium
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oils & Fats
<b>Trucks are to arrive between</b>	Oil: Mon - Fri: 06.00 - 20.00 hrs (load out till 22.00 hrs) Fat: all week except Friday night shift -> Mon – Fri. Fri no night shift
<b>Loading appointment type</b>	Specific time
<b>Specific loading requirements</b>	All trucks are strictly scheduled and must adhere to their booked time
<b>Emergency / Out of office</b>	0032475693119

<b>Loading point</b>	<b>ANTWERP</b>
<b>Cargill legal entity</b>	Cargill N.V.
<b>Loading address</b>	Muisbroeklaan 43, harbor 506 2030 Antwerp
<b>Country</b>	Belgium
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oils
<b>Trucks are to arrive between</b>	Mon - Fri: 07.00 - 18.00 hrs
<b>Loading appointment type</b>	
<b>Specific loading requirements</b>	
<b>Emergency / Out of office</b>	0049172422951



## Addendum 3 : Bulk Liquid Transport Guidelines

<b>Loading point</b>	<b>HAMBURG</b>
<b>Cargill legal entity</b>	Cargill GmbH
<b>Loading address</b>	Seehafenstrasse 2 21079 Hamburg
<b>Country</b>	Germany
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oils & Fats
<b>Trucks are to arrive between</b>	Sunday 14.00 hrs till Friday 20.00 hrs Saturday: no loading
<b>Loading appointment type</b>	Specific time
<b>Specific loading requirements</b>	
<b>Emergency / Out of office</b>	0049172422951

<b>Loading point</b>	<b>RIESA</b>
<b>Cargill legal entity</b>	Cargill GmbH
<b>Loading address</b>	Kötzerstrasse 28-32 01587 Riesa
<b>Country</b>	Germany
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oils
<b>Trucks are to arrive between</b>	Mon - Fri: 08.00 - 17.00 hrs
<b>Loading appointment type</b>	
<b>Specific loading requirements</b>	
<b>Emergency / Out of office</b>	00493525708188



## Addendum 3 : Bulk Liquid Transport Guidelines

<b>Loading point</b>	<b>SALZGITTER</b>
<b>Cargill legal entity</b>	Cargill GmbH
<b>Loading address</b>	Ruedekenstrasse 51 38239 Salzgitter
<b>Country</b>	Germany
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oils & Fats
<b>Trucks are to arrive between</b>	Mon - Thu: 06.00 - 12.40 hrs; 14.00 - 21.00 hrs Fri: 06.00 - 12.40 hrs; 14.00 – 20.30 Sat/Sun: no loadings
<b>Loading appointment type</b>	
<b>Specific loading requirements</b>	Lunch from 12.40 - 14.00 hrs. Hairnet required at loading. 'Milk trucks' are not accepted.
<b>Emergency / Out of office</b>	0049172422951

<b>Loading point</b>	<b>MAINZ</b>
<b>Cargill legal entity</b>	Cargill GmbH
<b>Loading address</b>	Rheinallee 124 55120 Mainz / Rhein
<b>Country</b>	Germany
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oils & Fats
<b>Trucks are to arrive between</b>	Mon - Fri: 06.00 - 18.00 hrs
<b>Loading appointment type</b>	
<b>Specific loading requirements</b>	
<b>Emergency / Out of office</b>	0049172422951



## Addendum 3 : Bulk Liquid Transport Guidelines

<b>Loading point</b>	<b>BROCKLEBANK</b>
<b>Cargill legal entity</b>	Cargill PLC
<b>Loading address</b>	Regent Road, Bootle, Merseyside Liverpool L20 8DF
<b>Country</b>	United Kingdom
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oils
<b>Trucks are to arrive between</b>	Mon - Thu: 07.00 - 17.00 hrs Friday : 07.00 - 16.00 hrs
<b>Loading appointment type</b>	Load Booking System Active (Call +44 1522 556146)
<b>Specific loading requirements</b>	Per SCOPA Code of Practice
<b>Emergency / Out of office</b>	00447721757856

<b>Loading point</b>	<b>SEAFORTH</b>
<b>Cargill legal entity</b>	Cargill PLC
<b>Loading address</b>	2 Gladstone Dock, Bootle, Merseyside Liverpool L20 1BG
<b>Country</b>	United Kingdom
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oils
<b>Trucks are to arrive between</b>	Mon - Thu: 07.00 - 17.00 hrs Friday: 07:00 – 16:00 hrs
<b>Loading appointment type</b>	Load Booking System Active (Call +44 1522 556146)
<b>Specific loading requirements</b>	Per SCOPA Code of Practice
<b>Emergency / Out of office</b>	00447721757856



## Addendum 3 : Bulk Liquid Transport Guidelines

<b>Loading point</b>	<b>REUS</b>
<b>Cargill legal entity</b>	Cargill S.L.U.
<b>Loading address</b>	Avinguda de Falset,127 43206 Reus
<b>Country</b>	Spain
<b>Division</b>	Cargill Refined Oils Europe - Refining Line
<b>Product type(s)</b>	Oils
<b>Trucks are to arrive between</b>	Mon - Fri: 07.00 - 20.00 hrs Trucks arriving after 19.00 hrs will be loaded the next day
<b>Loading appointment type</b>	
<b>Specific loading requirements</b>	
<b>Emergency / Out of office</b>	0034630959041