

**REVISION HISTORY:**

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00	Initial release	04/03/2014
01	Review	16/08/2016
02	Revision	10/10/2017

**APPROVAL AUTHORITIES**

<b>Prepared by</b>	Callum Yates	<b>Controlled by</b>	Callum Yates	<b>Approved by</b>	Phil Durell
<b>Position</b>	Logistics Manager	<b>Position</b>	Logistics Manager	<b>Position</b>	Terminal Manager (BBY)

**TRACKING**

<b>Added to Library</b>	<b>Categorization</b>
Yes	Logistics
<b>Version Number: V01 16/08/2016</b>	

*Documents are not controlled when printed.*

## **OBJECTIVE**

The Bunge Harvest Mass Management Scheme (HMMS) Code Of Practice is a policy put forward by Bunge Agribusiness Australia Pty Ltd to all its Western Australian transport operators and growers, to ensure “best practice” in following Western Australian codes of practice in relation to HMMS.

In conjunction with Main Roads WA, Bunge aims to implement strategies that are at the forefront of safety in its operations, and it will continue to do so with the HMMS regulations in Western Australia.

The following document covers the following items;

1. Overview of HMMS in Western Australia
2. Bunge Rules and Regulations
3. Strategy Management
4. Documentation

Any transport operator or grower wanting to participate in the HMMS while delivering to Bunge must agree to the policies set out in the following document.

Any further information regarding the policies set out below, please contact the Logistics Manager (Callum Yates) on 0409 971 062 or [callum.Yates@bunge.com](mailto:callum.Yates@bunge.com)

## **OVERVIEW**

The Harvest Mass Management Scheme (HMMS) is a scheme implemented by the West Australian Government and Main Roads WA. It allows for the weight variances that come from off paddock loading and acknowledges the difficulties faced with loading techniques.

The HMMS is designed to achieve the following;

- Improve the operation of the WA grain supply chain through improved loading practices
- Protect the road infrastructure for all users
- Promote the safe transportation of grain across the network and all parties involved.
- Provide recognition of the difficulties of loading grain from the paddock, but at the same time assist in complying with VSR limits (VSR= Road Traffic (vehicle standard) regulations.
- Support the competitiveness of WA grain in the international marketplace.

Bunge Agribusiness Australia Pty Ltd is a registered “Grain Receiver” within the HMMS, and therefore has a duty of care to ensure that this Code of Practice along with its policies on overloading and transport management are upheld to a high standard.

Failure to do so, affects not only the transport operators and growers, but also risks Bunge’s status as a registered grain receiver.

## BSWP605 HMMS CODE OF PRACTICE – WESTERN AUSTRALIA

The HMMS applies to any grain that is taken directly from the paddock and delivered to a registered grain receiver.

In this instance the receiver is “Bunge Agribusiness Australia Pty Ltd”, with 3 registered sites;

**Bunbury Terminal** (Berth 5, Bunbury Port, BUNBURY WA 6230)

**Arthur River** (Lot 491 Coalfields Highway, WEST ARTHUR 6315)

**Kukerin** (Lot 52, Dumbleyung Lake Grace Road, KUKERIN 6352)

Any vehicle and/or grower wanting to participate in the HMMS, while delivering grain to Bunge, must be registered with Bunge. This can be done by completing the Vehicle Registration Forms and providing Bunge with their Main Roads WA Heavy Vehicle Accreditation and Vehicle Registrations.

The “season” runs from October 1, 2017 to February 28, 2018 (unless otherwise stated on the government gazette).

Bunge will review this policy on a yearly basis, with registration from operators/growers to be done yearly.

Participation into the HMMS is open to all growers and anyone else involved in the transportation of grain from paddock to Bunge. However Bunge has the right to refuse any operator/grower from participating in the scheme.

Main Roads WA provides Bunge with a list of “flagged” vehicles on a weekly basis. These vehicles will not be accepted into our scheme, due to overloading breaches, however will still be allowed to deliver into Bunge sites under VRL.

Loads must meet HMMS compliance before being accepted into Bunge.

All data (transport dockets, weighbridge receipts etc) provided to Bunge, are kept for a period of 3 years, and will be made available to Main Roads WA upon request. Main Roads WA has a responsibility to continually audit and assess Bunge’s data collected to ensure the standards of the HMMS are upheld.

HMMS Gazettes are issued by the WA Government on a yearly basis. All transporters are to carry a copy of the gazette in their trucks at all times. Failure to do so is not only an offence with Bunge, but also an offence that can lead to fines, if unable to present to Main Roads officers.

A completed Grain Delivery Document will need to be presented with every load being accepted under the Harvest Mass management Scheme. Grain Delivery dockets are available from each receival site, and will require the driver and grower to complete prior to delivery.

## **RULES AND REGULATIONS**

HMMS is open to all registered scheme participants, within the grain distribution network. Bunge Agribusiness Australia Pty Ltd is participating in the scheme as the “grain receiver”, and has entered into an agreement with Main Roads WA to establish the guidelines set out in this here document.

HMMS provides an extra mass tolerance of up to 10% above normal mass limits (to a maximum of 10 tonnes). However this is not an invitation to operators to load beyond standard limits.

The 10% tolerance applies to both the vehicles Gross Mass and each Axle Group Mass. (To a maximum of 10 tonnes)

All transporters wanting to participate in each seasons harvest must nominate their vehicles prior to participating. Any vehicle not on the truck registration form will not be allowed to deliver grain under the scheme, and will be delivering under standard VRL limits.

All information provided to Bunge, will be available to Main Roads WA, and audits undertaken by both parties to ensure the integrity of the scheme. All documentation is kept for a minimum of 3 years.

Any load that is delivered to Bunge in excess of the HMMS allowance will be considered to be a non-compliant load, and the excess grain will be forfeited, or the vehicle will be instructed to leave the site to readjust the load.

Bunge does not benefit from the forfeiture of grain, as storage, handling and freight charges are deducted from the proceeds of forfeited grain sales.

Any operator that is operating under the Accredited Mass Management Scheme (AMMS) cannot operate under the HMMS as well, as the AMMS allows for a higher standard of loading than HMMS.

If a delivered load is in excess of the VRL limits by 7% but within HMMS limits, the driver will be informed, and the operator notified. At the end of the HMMS Season, Bunge will calculate all data and notify Main Roads of any company that has more than 20% of grain delivered over 7%.

Vehicles that operate regularly between the 7% to 10% tolerance will be given a “please explain” from Main Roads WA at the end of the season.

All operators working under the HMMS must not exceed the GCM and GVM (manufacturers rating), which is provided to Bunge prior to the season. Bunge is responsible for ensuring that full compliance is adhered to with every load received, and these records will be audited on a yearly basis.

## **STRATEGY**

All vehicles that are to be participating in the HMMS, must be registered in Bunge's system prior to delivery, and be carrying a copy of the WA Gazette (2016/2017) in the cab with them at all times.

Bunge will be carrying out random audits to ensure that all vehicles are carrying appropriate paperwork. Failure to have the appropriate paperwork will be recorded against the driver and operator, and the load may be rejected under the HMMS.

Any load that exceeds the VSR Limits by 7% but is within the HMMS limit of 10%, will be recorded in the Bunge system. The driver and operator will be notified immediately, and failure to heed these warnings may see the vehicle excluded from participating in the scheme for next season.

Any load that exceeds the 10% HMMS allowance will be recorded in the Bunge database and the excess grain will be forfeited by the grower. A Strike will be given to the driver and vehicle, and the operator will be notified in writing.

The HMMS allows for 5 strikes to be recorded against a driver and vehicle within the harvest period (October 1, 2017 – February 28, 2018). Once 5 strikes have been recorded, the vehicle/driver will be removed from the HMMS for the remainder of the Harvest Period.

All breaches/overloads will be forwarded to Main Roads WA, to ensure that vehicles are not overloading at other receival sites in WA. A vehicle that has been removed from the HMMS, will still be able to operate under normal VRL limits, but will be closely monitored.

Any breach that exceeds the 10% HMMS allowance by a further 10% (total 20% overload), will be automatically removed from the HMMS for the remainder of the season (Red Card). A letter of "please explain" will be sent to the operator, and Main Roads WA will be notified.

At the end of each season, Bunge will audit all operators to see how many vehicles are pushing the limits of the HMMS allowance. Any vehicle with 20% of deliveries over 7% of VSR limits within the season may be removed from the HMMS next season.

Bunge has a duty of care to ensure that all transport operators are abiding by the policies set out by Bunge and Main Roads WA. Failure to do so is seen as breach of contract, and could see their contract with Bunge void.

## DOCUMENTATION

### ***Truck Registration Form***

All transport operators are to forward a copy of this form through to Bunge prior to the season starting.

Bunge must be notified immediately if any changes are made to trucks that could affect its ability to operate legally under the scheme. This also includes the addition of any new vehicles.

All details provided are to be true and correct, and this information is provided to Main Roads WA.

### ***HMMS WA Gazette 2017/2018***

This document can be found online at the Main Roads WA website or the Bunge Australia website.

All drivers are to keep a copy of this document in their vehicles at all times.

Audits of vehicles entering the terminal are carried out randomly. Failure to present this document may void the vehicle from delivering the load under HMMS.

### ***Grain Delivery Document (GDD)***

Every load that is delivered to a Bunge site must come with a completed and signed Grain Delivery Document.

These documents ensure that the Bunge staff input the correct grower information provided and cover both the Forfeiture Approval and Vendor Declaration.

No load will be accepted at a Bunge site without a Grain Delivery Document completed and signed.

### ***Truck Overloading Policy***

This document is to be signed by all operators, to ensure that everyone knows the Bunge standard procedures regarding overloading, and are aware of the strike system imposed by Main Roads WA.

**RELATED MATERIAL**

***GTA Code of Practice – Transporters***

<http://www.graintrade.org.au/sites/default/files/file/Location%20Differentials/Grain%20Transport%20Code%20of%20Practice%201%20July%202014%20FINAL.pdf>

***HMMS Business Rules***

[https://www.mainroads.wa.gov.au/Documents/Harvest%20Mass%20Management%20Scheme%20\(HMMS\)%20Business%20Rules%20-%20August%202016.RCN-D16%5E23504251.PDF](https://www.mainroads.wa.gov.au/Documents/Harvest%20Mass%20Management%20Scheme%20(HMMS)%20Business%20Rules%20-%20August%202016.RCN-D16%5E23504251.PDF)

I/We agree to the following Bunge Code of Practice regarding HMMS for 2017/2018

<b>Signed</b>	
<b>Name</b>	
<b>On Behalf Of Company</b>	
<b>Date</b>	
<b>Witness (Bunge)</b>	