80x80 Full Pallet Unloading Instructions

1. PURPOSE

To prevent work accidents that may occur during the unloading of pallets of 80x80 size.

2. FIELD OF APPLICATION

This instruction covers all factory employees who open the pallets of 80x80 sized products produced by VitrA Karo and all customers who purchase the products.

3. APPLIED BY

VitrA Karo Production Employees
VitrA Karo Logistics Operation Employees
VitrA Karo All Primary and Secondary Customers

4. DEFINITIONS

5. RELATED DOCUMENTS

6. PREREQUISITES

- Appropriate personal protective equipment should be used according to the PPE Risk Map.

7. PREPARATION OF SAMPLES

8. INSTRUCTION

- Before starting the pallet unloading process, OHS shoes and protective gloves must be worn in accordance with the PPE Risk Map.

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- After wearing protective equipment, protective iron supports should be placed on 2 short sides and 1 long side of the pallet that will not be unloaded. The protective supports must be placed on the pallet thoroughly and must touch the boards of the pallet.

- Starting from the edge to be unloaded, Strechhood should be cut and removed.

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80x80 Full Pallet Unloading Instructions

- The process of cutting the ties of the pallet starts with the vertical ties. Vertical ties should be cut in the order shown in the image.

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- Then, the outermost horizontal ties at the top and in the middle are cut. The lowest horizontal strap should not be cut to ensure the stabilization of pallet. The lowest horizontal strap that should not be cut is shown with a red circle in figure 3.

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80x80 Full Pallet Unloading Instructions

- To start the pallet unloading process, first cut the horizontal ties of the center hub. Then the group ties of the first stack of boxes must be cut and the pallet unloading process must begin.
- Pallet unloading should be done with 2 people due to the weight and size of the products. 1 person should never try to lift the boxes. Boxes should definitely be taken one by one from the group. The unloading of the pallet should be done in the order specified in the image number 3.

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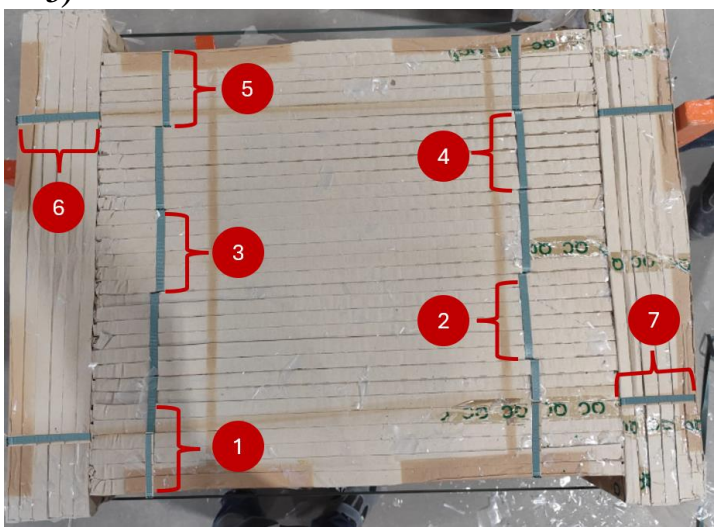

4)

5)

80x80 Full Pallet Unloading Instructions

- After the groups 1, 2 and 3 in the middle row are emptied, make sure that the iron support posts are properly placed. Then the horizontal circle in the bottom row should be cut. The groups on the sides and the remaining 2 groups in the middle row should rest on the support bars.

1)

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- After the groups are leant on the supports, the unloading of the boxes in the middle row should be completed first.

1)

2)

80x80 Full Pallet Unloading Instructions

- Finally, the group tie of one of the groups on the sides should be cut first. The boxes in this group should be emptied starting from the inside and taken one by one. Then the other group should be unloaded in the same way. With the unloading of the side groups, the pallet unloading process is completed as seen in the image number 6.

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