



SITE RULES FOR TRANSPORT CARRIERS

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Expectations of Transport Company Drivers

1. All inbound drivers must arrive with all of their paperwork. Drivers without proper reference numbers will not be served.
2. All outbound Drivers must arrive with accurate:
 - A. CAT BOL Number (e.g., 458624)
 - B. Customer Reference Number or PO Number
3. All drivers must wear Personal Protective Equipment (PPE) including steel toe shoes and high visibility vests when at CAT's facility.
4. All drivers (excl. drayage) are expected to remain with their loads at all times and not roam or wander in the warehouse. Failure to do so risks exclusion from CAT's facility.
5. The drivers must count loading and unloading quantities alongside CAT's warehouse associate.
6. Drivers must timestamp, legibly print their name, and sign the Bill of Lading prior to departure.
7. We appreciate the role all drivers provide in the supply chain and we expect all to operate with courtesy and respect.

Expectations for Condition of Loads

1. CAT will only accept products that have been protected from contamination during their carriage to our warehouses.
2. If rodent feces or rodents are observed the shipment will be refused.
3. Trailers that are internally dirty or that show contamination may be subject to refusal and subject to a missed appointment.
4. All outbound shipments will be subject to CAT's Point Inspection Process.
5. Products that arrive shifted or damaged may require restacking or product sorting. Carriers or customers will be subject to additional charges.

Rules for Carrier On-Time Arrival

1. We recommend carriers to arrive at least 10 minutes prior to their scheduled appointment times to allow time to check in.
2. Carriers must NOT show up earlier than 1 hour prior to their scheduled appointment time.
3. Transportation Carriers that arrive late 30 minutes after the booked appointment time at Canadian Alliance's Shipping Office will be served on a first come, space available basis.
4. CAT will follow up with customer's appointed carriers who are either repeatedly late, or do not show-up for appointments, or who show-up unannounced.
5. If the carrier arrives repeatedly late or misses appointments, penalties will be assessed to the customers who have appointed a carrier to handle their shipments either in or out of CAT's facility in accordance with the following fine schedule:

Late for Appointment Time			
Infraction	Late By	Occurrence	Fine
Late Arrival	> 30 minutes	> 2 times	\$250 per occurrence
No Show	-	> 2 times	\$250 per occurrence

**It should be noted that CAT does not see the practice of assessing fines as a way to optimize revenue. The sole objective is that carriers be on time.*

