Road transportation standard
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Appendix:
Registration modes
2.1 Equipment

The trucks to be loaded must have:

- Proper ministerial authorization for transportation on behalf of third party
- Loading authorization by FGA SCM Transport Quality body
- Registration certificate with yearly overhauling
- Yearly calibration certificate for tachograph
- Insurance mark
- Mark for property tax paid
- Powder extinguisher homologated and full, with six-month overhauling tag
- Snow chains (winter season)

2.1.1 Vehicle conditions

- The truck haulaways used for motor vehicle transportations must be in good conditions, clean and with no rust on flat parts.
- The truck to be loaded must have all mechanical/hydraulic and electric devices fully efficient and operating.

The top platform must be equipped with fall protection guards.

The oil leakage is dangerous for the truck and for its proper operation and can be a danger/inconvenience for the yard.

- Truck structures, such as columns, hoist arms, etc., must be protected by shock-proof material.
• Loading ramps and platforms must have no projections or angles possibly damaging tires or underbody of motor vehicles.
• The driver must ensure truck efficiency, check equipment assigned and travel documents, efficiency of equipment and appliances (for both truck and transported goods).
• FIAT Group Automobiles requires truck ages aligned with anti-pollution standards.

2.1.2 Equipment (belts, chocks, etc.)

Truck haulaways must have the following basic equipment:

• 2 100-200-cm long loading ramps.
• 2 additional footboards (minimum 60 cm long) to minimize rising angles.
• 2 footboards (minimum 60 cm long) to minimize the difference in height of loading floor.
• 3 chocks for each motor vehicle transported (considering an average loading index equal to 9). Chocks must be standard and 12-cm high; maximum 14-cm high chocks are allowed to transport light commercial vehicles.

• 2 belts for each motor vehicle transported:
  - belt length must account for 2.2 metres, with 4% maximum elasticity and have at least three sliding dowels or an anti-skid rubber sheath;
  - homologation label must be visible;
  - belt width must account for 35 mm for all motor vehicles and 50 mm for commercial vehicles. SCM Transport Quality recommends using 50-mm belts only.
• Additional belts and chocks available to replace the old/worn ones or for specific loading needs.

2.2 Loading/unloading

For an exhaustive coverage of this subject, refer to the specific “STANDARD CALIBRO – Controllo degli autoveicoli lungo il processo distributivo, dal piazzale di stabilimento al dealer – Aggiornamento Gennaio 2007” (Check of motor vehicles along the distribution process, from factory yard to dealer – Update of January 2007) and following editions.

The requirements described below integrate the requirements in Section 1, Paragraph 5. Please read carefully before continuing.

2.2.1 Before

Before loading, it is necessary to:
• Park the truck haulaway, in a flat and clean area (no oil stains and waste) to make loading/unloading operations easier, in the relevant areas/zones or wherever specified by yard personnel.
• Switch off the engine. Remember that all loading and unloading activities must always be performed with engine off.
• Always use additional footboards for access to platforms, independently of the truck to be loaded.

• Remove chocks and belts from the platform, as possibly affecting motor vehicles going up and down. The driver must also place chocks on truck haulaway sides, to prevent ground positioning.
• Cover any sinking and hole.

• Level platforms between tractor and trailer making the suitable for the type of load. Ensure the safe transit of motor vehicles making them as close as possible to platforms.
2.2.2 During

Motor vehicles must be loaded and unloaded from the platform by preventing any contact with the truck haulaway; in this phase, it is always necessary to ensure:
- maximum levelling and alignment between tractor and trailer platforms. The driver must align and handle platforms according to the characteristics of motor vehicles to be loaded/unloaded.
- coverage of any sinking and hole by proper footboards.
- use of safety pins.

2.2.2.1 Ramp angles and inclinations

- Maximum loading inclination allowed is 8°; for this reason, using additional footboards is compulsory to prevent any shock to spoiler and underbody of motor vehicles.

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Measures are in cm and correspond to the length of initial load ramp, according to height from ground, to obtain a 8° angle.

- During transportation, the position of vehicles on the ramp must comply with the inclination angle, to ensure their safety, as well as the safety of the transported goods.

FGA prefers and strongly recommends to adopt a hydraulic-ramp system to comply with loading flatness and positioning referred to.
2.2.2.2 Distances

Strictly comply with the following minimum distances of motor vehicles from fixed parts or other motor vehicles:

- Front/rear minimum distance from structural parts or other motor vehicles: 8 cm.

- Minimum bottom distance from structural parts or other motor vehicles: 8 cm.

- Minimum top distance from structural parts or other motor vehicles: 8 cm.
Also the minimum distance must be ensured between the last motor vehicle loaded on the tractor and the first motor vehicle loaded on the trailer to prevent any contact between them during manoeuvres of truck haulaway (such as steering and parking).

Anyway, the driver must ensure that motor vehicles are never in touch during all transportation phases (from loading to delivery).

2.2.2.3 Speed

- Maximum speed allowed on yards is 30 Km/h.
- Speed on truck haulaway must be 5 km/h (walking speed).
- During loading and unloading phases the driver must:
  - drive motor vehicles at low speed in all situations;
  - drive with engine at low revolution number;
  - avoid sudden accelerations and decelerations;
  - avoid wheel slip and clutch "abuse".

2.2.2.4 Transit on platform

- The platform must be free from any type of equipment/object.
- Reflective panels must be extracted or rotated to prevent any damage to motor vehicles during loading or unloading phases.

2.2.2.5 Forbidden activities

- It is strictly forbidden to keep an occasional repair kit for motor vehicles under penalty of seizure of truck identification board and driver's badge.
- It is strictly forbidden to deflate tires to improve loading index.
- It is strictly forbidden to use the towing hook to improve loading index.

2.2.3 After

- After loading the motor vehicle, close it and place the key in the driver's side glove pocket of the following motor vehicle.
- Repeat previous operation for all motor vehicles except for the last one in the bottom platform, whose keys are to be kept in the cab.
- The previous paragraph apply, except for “special” motor vehicles, as communicated each time by SCM Transport Quality; after loading, they must be closed by key, which is to be kept and under driver’s responsibility.
- The steering wheels of motor vehicles must be aligned with the vehicle.
- The load projection sign must be applied on a proper retractable rod, fastened to trailer bottom platform. It is forbidden to apply the sign on motor vehicle parts.

Vehicle must be checked at ramp feet as specified in “STANDARD CALIBRO – Controllo degli autoveicoli lungo il processo distributivo, dal piazzale di stabilimento al dealer – Aggiornamento Gennaio 2007” (Check of motor vehicles along the distribution process, from factory yard to dealer – Update of January 2007) and following editions.
2.3 Anchoring systems

Motor vehicles are anchored to the truck haulaway by belts and chocks. The driver must fasten the motor vehicles to the platform by always using the same anchoring tools. Nevertheless, holes and forks in the truck haulaway structure can be used to replace chocks. If chocks cannot be used, for technical reasons or due to the load composition and characteristics, three-fastening-point belts are to be used. Unused chocks must be placed and locked on truck haulaway side, while unused belts are to be kept in the proper housing.

Anchoring must be performed by using proper chocks.
2.3.1 Anchoring modes

Belt insertion procedure is the following:
- Anchor the first hook to the loading platform to keep the belt as vertical as possible
- Pass the belt on the tire tread and anchor to platform.
- Fasten and shrink the belt with further fastening to the loading platform.

The belt condition must ensure the safety of persons and vehicles transported.

The chock must be fastened as close as possible to the tire and fastened inside the relevant grids on the loading platform.

During long trips, it is recommended to check the positioning of chocks and belts.

2.3.2 Specific anchoring

The specific anchoring rules to be met by the carrier are given below. If the regulations mentioned below are impossible to apply, the carrier must contact the compound manager or his/her representative.

2.3.2.1 Anchoring of motor vehicles loaded in truck haulaway travel direction

- Anchoring of motor vehicles loaded in truck haulaway travel direction is the preferred positioning mode.
- The carrier must fasten:
  - the rear wheel by two chocks and a belt;
  - the front wheel, diagonally to the rear wheel fastened, by a chock in front of it.

2.3.2.2 Anchoring of motor vehicles loaded opposite to truck haulaway travel direction

- Anchoring of motor vehicles loaded opposite to truck haulaway travel direction is the second positioning mode for motor vehicles allowed on truck haulaway. This mode is necessary for reasons due to profile compliance.
- The carrier must fasten
  - the rear wheel by two chocks and a belt;
  - the front wheel, diagonally to the rear wheel fastened, by two chocks and a three-fastening-point belt.
2.3.2.3 Anchoring of motor vehicles tilted from the plane

If motor vehicles are loaded in a tilted position (on ramp), the carrier must use a higher number of chocks and belts to fasten the motor vehicles to the platform.

- If the motor vehicle is loaded in truck haulaway travel direction, the following are necessary:
  - two chocks per wheel and the relevant three-fastening-point belt on the rear axle;
  - moreover, a front wheel needs to be fastened by using a chock in front of it.

- If motor vehicle is loaded opposite to truck haulaway travel direction, the following are necessary:
  - two chocks per wheel and the relevant belts on motor vehicle front axle;
  - moreover, the motor vehicle rear axle wheel needs to be fastened by two chocks and a belt.
2.3.2.4 Anchoring of motor vehicles to the top platform

If the motor vehicle cannot be anchored to the platform by chocks or belts inside the top platform protected area, the following solution needs to be adopted:

→ Lower the platform so that the carrier can work from ground.

2.3.2.5 Anchoring of motor vehicles located on tractor top and in last position on trailer top platform

The carrier must fasten very carefully the motor vehicles loaded on tractor top and the last motor vehicle loaded on trailer top platform.

- The carrier must fasten:
  - the rear wheel by 2 chocks and a belt
  - the front wheel, diagonally to the rear wheel fastened, by two chocks and a three-fastening-point belt.
• If, due to motor vehicle safety reasons, anchoring is impossible by using two chocks per wheel, it is necessary to use 4 chocks to fasten 4 wheels of motor vehicle.

2.3.3 Forbidden anchorages

• It is strictly forbidden to fasten wheels by inserting belts transversely to wheels.

• It is strictly forbidden to anchor on:
  - towing hook
  - tank
  - body
  - mechanical organs such as suspensions and brakes

• It is strictly forbidden to anchor motor vehicles on parts and following mode different from indications in this standard.
Registration modes

All trucks checked and authorized are equipped with an identification RF-ID TAG. The above-mentioned TAGs are only issued by FGA SCM Transport Quality body.

TAGs with adhesive FGA logos equipped with anti-tampering technology to be located on windshield wiper/window of authorized truck haulaway.

Application and issue mode is the following:
- Supplier’s application by preset format (excel) and simultaneous sending of truck registration certificate and authorization for transportation on behalf of third;
- TAG issued by FGA on the basis of Carrier’s self-certification data;
- Truck checked by FGA through routine monitoring on factory yards and Carrier’s headquarters.

It is expressly forbidden:
- To exchange the identification tags → Identification tags are located on windshield wiper/window and equipped with an anti-tampering system. Any attempt to remove them affect their operation.
- To tamper or reproduce the identification tag.

The carriers are entitled to ask for a temporary access permit to the factory yards whenever new trucks are waiting for their identification tag.