**A1 Wokingham Car Spares**

 **Ensure**

 **all necessary**

 **PPE**

**is worn at all times**

Continuously look for pedestrians, forklifts and hazards.

Non-ferrous weighing Process

Customer arrives in bay

Check customer has the correct PPE before they exit their vehicle

Next material

Print the ticket

When in the vehicle get correct PPE

Send to the office

Use a forklift to unload the bin

Repeat until no material is left

Wash the material

Move material to the correct bin

Begin Loading. Is a bin required?

Weigh the material

Zero scales (tare)

Put the bin on the scales

Next material

Select appropriate size bin

Put the material on a scale

Yes

No

Inspect load for forbidden items and plan to unload

Write vehicle registration