



# LOADING INSTRUCTIONS WIENERBERGER DEUTSCHLAND

19.03.2026

# OUR MISSION

Our products are on the roads and construction sites across the country every day together with you, your drivers and your vehicles.

It is our shared responsibility to ensure to get this is done in compliance with all applicable regulations and as safely as possible. Safe and efficient loading of our products makes a significant contribution to maintaining the quality of our building materials until they reach the customer, avoiding transport damage and increasing occupational safety for everyone involved.

These Loading Instructions define binding standards and procedures for loading and unloading. They apply to all employees, logistics partners and drivers involved in the loading and transport process. The aim is to ensure a uniform approach, comply with legal requirements and minimize risks in operational processes.

All parties involved are required to carefully observe the specified requirements and actively contribute to the continuous improvement of our processes. Only through consistent implementation and responsible conduct can we sustainably meet our high standards of quality, safety and reliability.

Hannover, 19.03.2026

**Stefan Heidler**  
Head of Logistics

Wienerberger Deutschland GmbH

# BASIC SAFETY RULES AT THE LOADING AREA

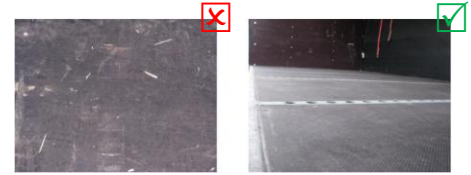
- › Unless otherwise marked, the following rules apply on the premises of Wienerberger Deutschland:



- › Personal protective equipment (PPE) must be worn from arrival and throughout the entire loading and unloading process
- › PPE consists of a high-visibility vest, safety shoes, bump cap or safety helmet
- › Instructions from shipping and loading personnel must be followed
- › The vehicle must be parked and prepared at the assigned position
- › Only the driver is allowed to stay outside the vehicle during loading and unloading
- › Loading and unloading is only permitted if there is visual contact between the driver and the forklift operator
- › The driver must ensure that any climbing aids used are in proper condition; stepping onto the goods must be avoided
- › Reversing without a guide is prohibited

# LOADING

- › The **loading surface** must be **clean and swept**
- › **Sideboards** must be **opened on both sides** for loading
- › For goods from the **roofing product range**, loading is only permitted **with existing sideboards**
- › **Form fit** in **the direction of travel**; ideally directly against the **front wall**, alternatively by **head lashing**; where possible, avoid **load gaps across the direction of travel**
- › Head lashing must be carried out using edge protectors or upright, intact wooden pallets
- › **Form-stable edge protectors** with a **minimum length of 600 mm** must be used<sup>1</sup>
- › **Anti-slip mats** must be placed underneath to **prevent direct contact** between **pallets** and the **loading surface**
- › Suitable **lashing straps** must be used with a minimum **pre-tension force of 450 daN**

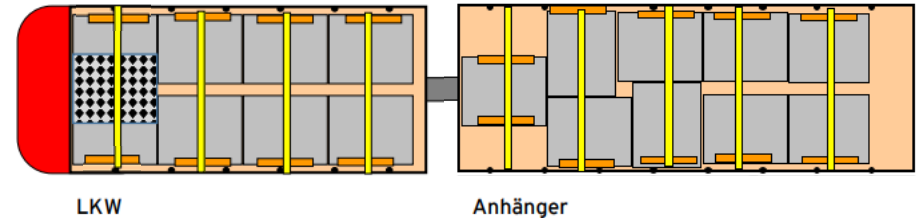


<sup>1</sup> When securing each pallet row, the use of shorter edge protectors is also permissible from a load securing perspective; in this case, the collector bears the liability risk for any resulting material damage.

# SECURING THE GOODS

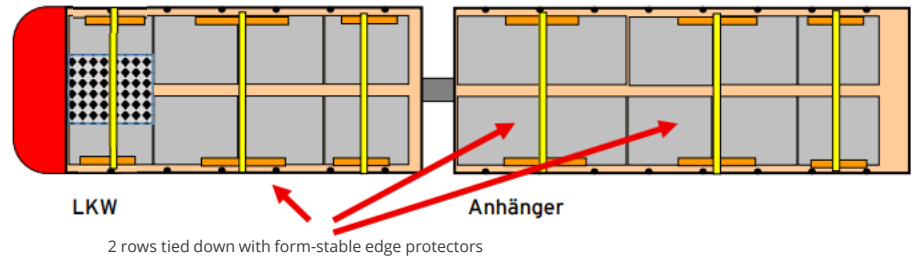
## Option 1: Securing each pallet row

- Tie-down lashing of each individual pallet row
- Use of form-stable edge protectors with a minimum length of 600 mm
- Use of anti-slip mats to prevent direct contact between pallets and the loading surface



## Option 2: Securing two pallet rows at a time

- Tie-down lashing of two pallet rows of equal height at a time
- Use of form-stable edge protectors with a minimum length of 600 mm
- Use of anti-slip mats to prevent direct contact between pallets and the loading surface



Schematic illustration; valid for vehicle combinations consisting of truck and trailer with stable sideboards; applies analogously to curtain-sided trucks. Offset loading as shown on the trailer in the upper image is permitted for both options.

## **TO COMPLY WITH LEGAL REGULATIONS AS WELL AS LOAD SECURING GUIDELINES AND STANDARDS, THE FOLLOWING RULES MUST BE OBSERVED:**

- › Building materials are stacked on wooden pallets and secured with stretch or shrink film or strapping so that the load units can withstand transport stresses
- › The pallet is securely connected to the goods, ensuring a firm connection between pallet and products
- › Load units must be positioned form-fitted against the front wall in the direction of travel and tightly stowed longitudinally
- › If a form fit against the front wall is not possible, appropriate head lashing must be applied
- › Two adjacent load units must be secured by tie-down lashing using two form-stiff edge protectors with a minimum length of 600 mm
- › Individual load units must be secured by tie-down lashing using two form-stiff edge protectors
- › If required, load units stacked on top must always be connected to the pallet below, positioned form-fitted against the front wall and secured with additional lashing straps
- › Lashing straps with a minimum pre-tension force of 450 daN must be used
- › Anti-slip mats must always be placed underneath so that pallets do not touch the loading surface
- › The grab must be placed against the front wall so that one pallet is enclosed
- › The loading crane must be secured to prevent lateral movement
- › Axle loads and permissible gross weights of the vehicles must be observed
- › Both sides must always be opened for loading, where technically possible

# UNSUITABLE LOAD SECURING EQUIPMENT

- › **Lashing straps** must be discarded if the following criteria apply:
  - › Yarn breaks or cuts exceeding 10%
  - › Damage to connections (seams)
  - › Deformation of the webbing due to heat exposure
  - › Identification labels missing or illegible
  - › Damage caused by aggressive substances (chemicals)
  - › Bent connecting elements
  - › Corrosion damage or cracking of metal parts
  - › The webbing has reached its maximum stretch => the strap has stretched
- › **Anti-slip mats** must be discarded if:
  - › Cracks, cuts or perforations are present
  - › Deformation or severe wear is visible
  - › The manufacturer's recommended service life has been exceeded
- › **Edge protectors** must be discarded if:
  - › Cracks, breaks or severe deformation are present
  - › Sharp edges or material breakouts exist
  - › Stability is visibly impaired

# USE OF ANTI-SLIP MATS

- › **Anti-slip mats** must be used in such a way that **direct contact** between **pallet** and **loading surface** is **prevented**.
- › It is always important to ensure **full-surface contact**, sufficient **friction coefficient** and **even load distribution**.
- › Here are some **examples** of correct placement of anti-slip mats:



# DO YOU HAVE QUESTIONS, SUGGESTIONS OR COMMENTS?

Suggestions for adjustments, questions or comments can be sent at any time by email to:

**[ladungssicherung\\_de@wienerberger.com](mailto:ladungssicherung_de@wienerberger.com)**

the currently valid version of the Loading Instructions is always available at:

**[wienerberger.de/ladungssicherung](https://wienerberger.de/ladungssicherung)**

or by scanning the QR code



**Wienerberger GmbH**

Oldenburger Allee 26

30659 Hannover