

TECHNICAL GUIDE

# INSTRUCTION FOR CORRECT STORAGE AND HANDLING





30

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#### CHAPTER 1: GENERAL INFORMATION

These specifications indicate the **procedures** adopted by CleanAir Europe s.r.l. for **adequate** protection and packing of filtering supports (hereinafter referred to as products) according to the current laws and/or internal reference standards.

They make the recommendations needed for the proper storage and handle of products and packages (cages – crates) after delivery, so that the goods contained in them maintain their construction and quality characteristics unaltered until the end use, in compliance with the customer's expectations, contractual requirements and related technical specifications.

### CHAPTER 2. GUARANTEES AND RESPONSIBILITY

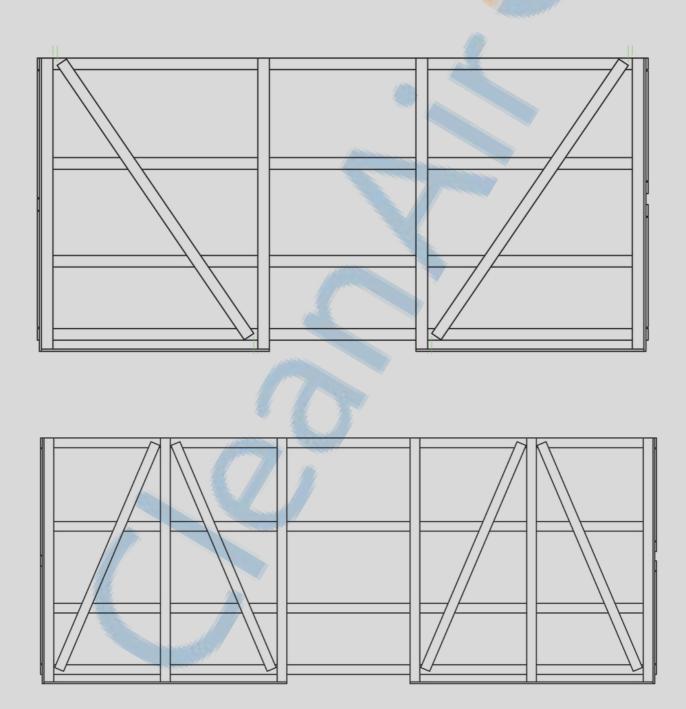
CleanAir Europe s.r.l. guarantees its products compliance with the established construction and quality requirements ex-works from its plant, i.e it is responsible for the storage conditions and intactness of stored products only in its storage areas. Hence, CleanAir Europe s.r.l. shall not be held liable for any damage caused by failure to comply with the storage and handling recommendations, both during the transport of the goods from its plant to the final destination or deposit sites and in areas set up for temporary storage at construction sites before assembly of the products in the systems which they are intended for.



### CHAPTER 3. PACKING

With the exception of the agreements specified by the customer during the order phase, standard packages are made up of wooden crates opened on the top; in this way the material is not protected by wrapping.

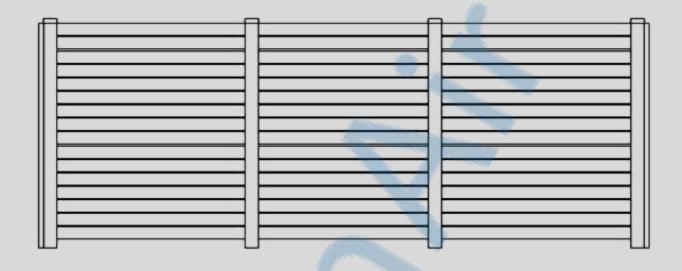
An example of packing is illustrated here below:



Our experts will design the wood special crate to withstand repeated handling and changing environment during international ocean shipping in order to protect the cage against the corrosion of the salt during transport.

Ask to the sales department for info and prices .

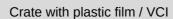
An example of packing is illustrated here below:





On specific customer requests, the product contained in the packages can be covered with an **anti-corrosive plastic film** (VCI) or special films that protect the internal walls (barrier bags) and the product contained inside them.

Crate with barrier bag



Crate with hole for ventilation



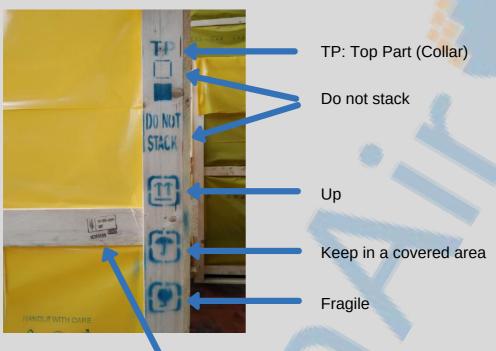




### CHAPTER 4. MARKINGS

The packages are identified with the CleanAir registered trademark and symbols required by current laws and regulations TP: top part - MP: middle part - BP: bottom part (as illustrated here below).

CleanAir uses only **fumigated wood** for the crates. The Company is certificated ISPM and all the crates are stamped with ISPM mark.

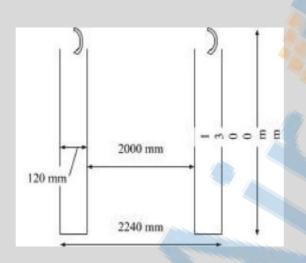


### **Authorized subject**



## CHAPTER 5. RECOMMENDATION ON OPERATING PROCEDURES FOR GROUND TRANSPORTATION

The handling of packages must be performed with a forklift, using the forks in the widest position (recommended minimum fork dimensions: centre to centre distance 2000 mm; width 120 mm; length 1300 mm) according to the picture shown here below:



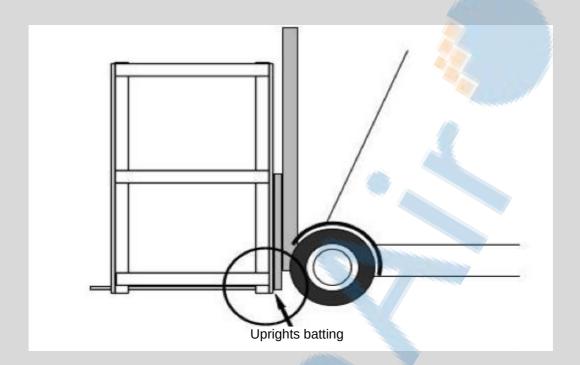
Forklifts must only be used by personnel who is adequately trained and in possession of a specific license.

The packages must be forked on each side of their centre line, making sure that the side of the packages sits against the uprights of the forklift. On the lowest part of the crates two blue or black signs are meant to suggest the correct position to fork the crates (as shown in the picture here below 1):

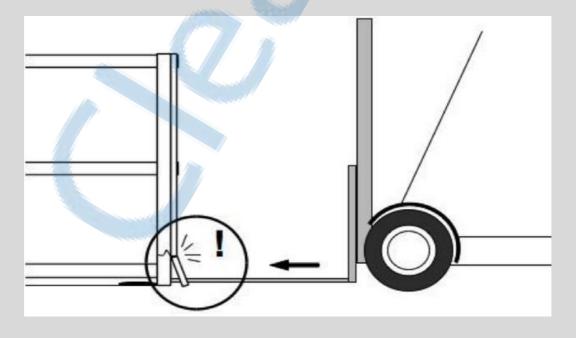


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Move the crate slowly and with the utmost attention in order not to damage the products and the package and make sure **not** to tilt it while moving.

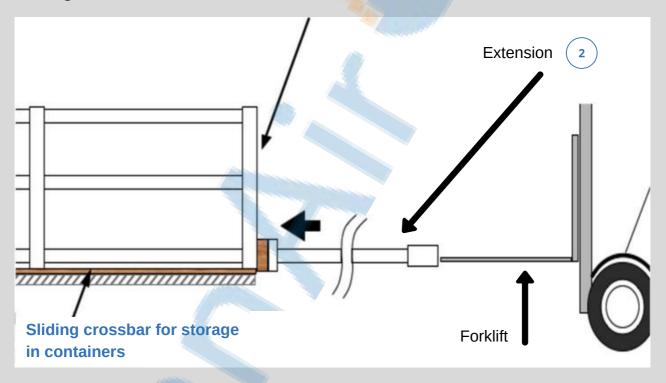


Avoid dragging the packages on the floor while moving. In this way it can be prevented the risk of colliding with obstacles and/or damaging collisions with the crate on the ground while moving. As a result it can be prevented the risk of broken the boards which could potentially jeopardise the solidness and the conditions of their contents.



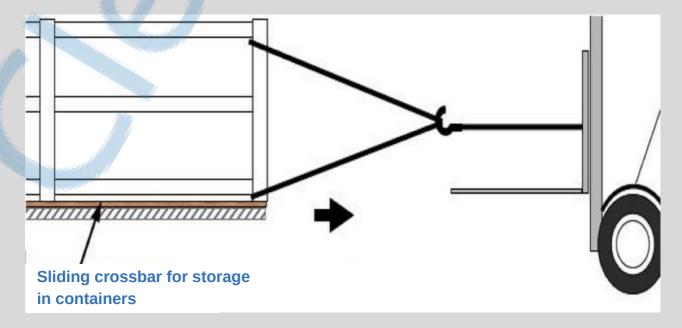
If the ends of the forklift forks are not long enough to load the cages directly on containers, an extension should be used (please see the picture 2), i.e a solid board sitting against the cage that distributes the thrust uniformly on the package.

### Stowage in containers



For the removal from the container, the operation shown here below is highly suggested. It is also recommended to take the utmost care so that to avoid breaking the boards when removing the package.

### **Extraction from containers**

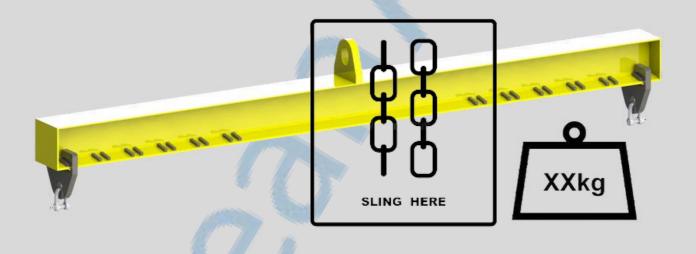


### CHAPTER 6: RECOMMENDATION ON OPERATING PROCEDURES FOR OVERHEAD LIFTING

IMPORTANT: If a filter bag cage wooden crate must be lifted overhead for operations, this must be ordered to CleanAir Europe which will provide for <u>a specific overhead lifting crate reinforced version</u>.

No liabilities could be addressed to Clean Air Europe if this information is missing.

1) Before use, ensure the crane is suitable for the planned hoisting task. Confirm it has appropriate travel, lift, and capacity. The best way to lift a CleanAir Europe wooden crate is to use a couple of spreader beams or a lifting beam (H shape) with 2 slings fully rounding the crate in the suggested and signaled points with vertical textile strands in contact with the reinforced vertical wooden stripes.

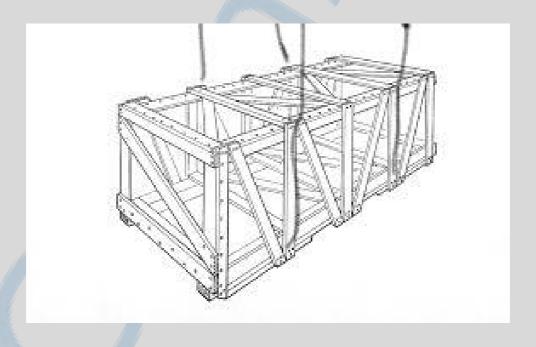


- 2) Any diagonal passage of the lifting device must be avoided. Dispose of the sling following the vertical lines indicated by the four chain symbols
- 3) Confirm the load weight. Check the overall capacity of all equipment including the crate, goods but also hardware, rope, and slings. Do not exceed these capacities.
- 4) Select the right sling for each lift. Inspect slings and other rigging hardware before use for wear, stretch, or other damage. Do not use damaged or defective slings. Use softeners around sharp corners. Do not splice broken slings.

- 5) When communicating with a crane operator, use clear agreed-upon signals. Except for the stop signal, the crane operator should follow instructions from only one person a designated signaler. Where a wired or remote controller is used, the operator should become familiar with all of its functions before lifting the load.
- 6) Warn all people in the load lift area before starting the lift. Ensure that the path of the load is clear of persons and obstructions. Do not lift loads over anyone. Center the crane hoist over the load before hoisting to prevent swinging of the load.
- 7) Slide the sling fully onto the hoisting hook and ensure the safety latch is closed. Do not load the hook tip or hammer a sling into place.
- 8) Secure unused sling legs. Do not drag slings or leave loose materials on a load being hoisted.
- 9) Move the load and controls smoothly. Minimize load swing.
- 10) Walk ahead of the load during travel and warn people to keep clear. Use a tagline to prevent rotation or other uncontrolled motion. Raise the load only as high as necessary to clear objects. Do not ride on the hook or load.
- 11) Do not leave the load (or the crane) unattended while the load is suspended.
- 12) Load trajectory could impact electric lines. Check carefully the way to lift is free from any electrical power line cables
- 13) Overloading must be avoided. CleanAir Europe is preparing a standard wooden crate for the forecasted original cages weight. Never use a wooden crate to lift others than the provided original cages quantity & design. To avoid overloading be sure that no water is retained over the crates. Lifting of the crates must always be done in a balanced manner so that the crate will not have any inclination with respect to the ground.

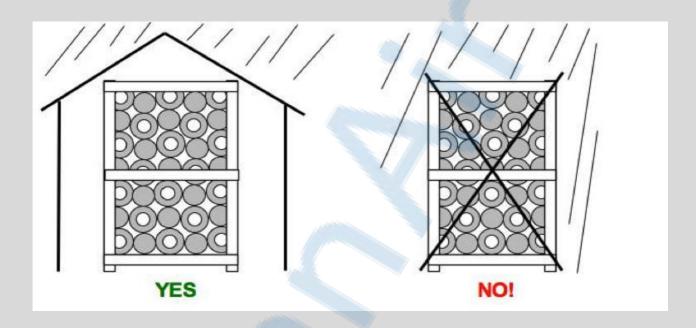


- 14) do not leave any object inside or over the wooden crates during lifting. It may fall down and cause serious injuries. Always were protection tools for the head, hand, and feet.
- 15) improper securing is the main cause of dropping loads. Follow the instruction, and take note of weight range and signals to use the designated passage point for the slings. Ensure that the slings (cable, chains, or better textiles) are not damaging or breaking the wooden crates during lifting. If needed use corner protection plates.
- 16) avoid lifting the cages out of the original wooden crate. Cages could have a mass center which is not corresponding to the middle point of the cage. If the mass center is unknown, there is a high risk to damage the cage during the single lifting or the lifting in groups of cages. In case of a single cage or groups of cages must be lifted together, pay the maximum attention not to deform the cage. Open Claw Joints and pastoral are easily subjected to deformation with wrong lifting procedures. In any case, never lift a cage by holding it in the middle area, there's a high risk to introduce "banana-shaped" deformations.



### CHAPTER 7: STORING

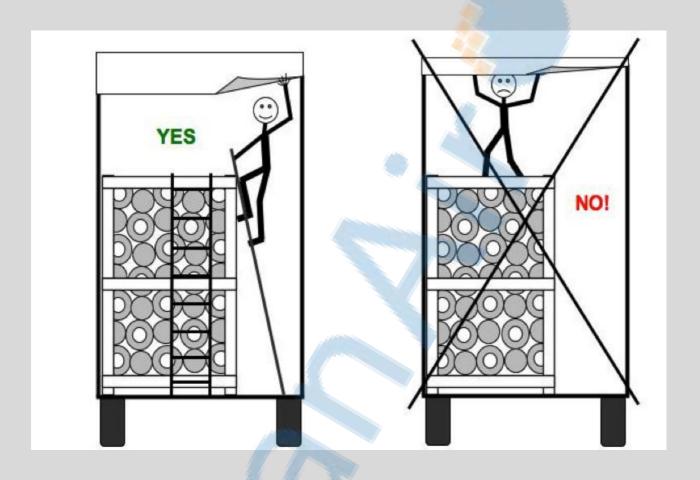
For packages containing any type of cages, it is suggested to store them inside only. Store only in places with a low humidity level, and do not expose them to rain, moisture, chemicals, or powders that could anticipate corrosion prior to installation and use. Avoid leaving the cages nearby the seaside or in corrosive atmospheres. Never pile the wooden crates.



### CHAPTER 8: PRECAUTIONS AND SAFETY

### 8.1 Hazards

In order to avoid accidents of any nature and damage to the materials contained in them, it is absolutely *forbidden* to walk on the packages. The correct procedure to follow is shown in the following figures:



If dangerous situations and/or damaged containers are discovered please do immediately inform the manager.

### 8.2 Cage with Venturi

As far as the Cages with Venturi are concerned, we suggest to handle them with the help of two operators (see the picture below) so that to avoid bending the cage.



In case of any question or doubt about the handling and storage of filter bag cages, or for ant further issue, please contact CleanAir office: + 39 031 4153551 / info@cleanairworld.it

