

Sallaum receiving Runner/Non-Runner and Fork-Lift unit

Guideline:

Criteria for a Run & Drive unit

No water or fire damage

No biohazards (blood, glass, needles, mold, etc.)

All tires must hold air and be on the rim

No broken glass inside the vehicle.

No damage to the radiator

No bent wheels or axles

Must run on its own power (without a jump pack attached)

Driver's side door must be operable

Must not overheat

Must have operable steering

No leaks

Must have brakes

Must have keys

Operable transmission

Hood must open and latch closed (NR)

Must have at least ¼ of fuel

Broken/Missing Windows must be wrapped with CLEAR plastic film.

Criteria for a Forklift unit

Drivers door inoperable

No keys

Bio hazard – go to AMPORTS

Broken Glass inside the vehicle.

Bent wheel or wheels

No battery

Broken Axle

Wheel Flat and off of the RIM

Criteria for a NON-RUNNER unit

Bad Transmission

Flat Tire(s)

Obstructed Wheels

Obstructed Windshield view

Overheating

Radiator damage

Won't stay running/will not start

Smoking

No fuel

Key Fob Battery Dead.

No Acceleration.

Will not go into Drive/Reverse.

No Power Steering.

REASONS	SALLAUM
RADIATOR DAMAGE	TOW
HOOD DOESN'T LATCH	TOW (IF IT'S A JUMPSTART)
WILL NOT START	TOW
BROKEN DRIVER DOOR HANDLE	TOW
FLAT TIRE	FORKLIFT
TIRE RUBBING REAR	FORKLIFT
TIRE RUBBING FRONT	TOW
SHATTERED WINDSHIELD	TOW
BENT AXEL REAR	FORKLIFT
BENT AXEL FRONT	TOW
LEAKING FLUIDS	TOW
NO BRAKES/POWER STEERING	TOW
BATTERY NOT VISIBLE/ ACCESSIBLE	TOW
BATTERY JUMPSTART NOT ACCESSIBLE	TOW
NO BIO/MOLD	FORKLIFT (WITH APPROVAL)
FLOOD DAMAGE/FIRE DAMAGE	REJECT
NO KEYS	FORKLIFT
ALL WHEEL DRIVE	FORKLIFT

AIR BAGS MUST BE CUT OUT OF ALL DRIVABLES

FORKLIFT" BATTERY MUST BE REMOVED

NO DRAGGING PARTS/ EXPOSED WIRING

Grimaldi Policy for receiving self propelled vehicles / units for the USA – West Africa Service

Privately Owned Vehicles (POVS)

Preannounced Forklift units will now be allowed to get received effective Monday December 20, 2021. Forklift units not preannounced or approved by Grimaldi Operations or Virginia Beach Customer Service must not be received. Customer will need to properly rebook unit prior to accepting. **Terminal Operator must ensure that any forklift unit received must have battery removed prior to receiving. If unit does not have battery removed, terminal must reject unit. All Forklift units received must not have battery, NO EXCEPTIONS.**

Non-running units are NOT to be accepted unless they are preannounced by Virginia Beach Customer Service. If a non-running unit is delivered, but not advised by Virginia Beach, unit MUST be rejected. Customer will need to properly rebook unit as non-runner prior to accepting. All runners and non-runners must have a key. The key must be visible and not hidden inside the unit. If key is hidden inside vehicle, driver must locate key for receiving staff. Key is to be hung from inside mirror using the elastic tether. If driver can't locate hidden key, unit MUST be REJECTED. **If keys are not found in unit, unit will be cut from load list and terminal put on notice. Grimaldi will not load any unit without a key unless it is a preannounced Forklift unit. Under no condition are unsafe units to be accepted even if they have been preannounced as a non-runner.**

Personal Effects

No personal effects, spare parts, engines, trash, etc. are allowed to be delivered with any unit. All units must be received only with the contents belonging to the unit being delivered. An example being a vehicle spare tire and jack. Units must be delivered and received empty. This applies to all units being delivered.

Fuel Levels

All autos propelled by gasoline must be delivered with a minimum of 10 liters (2.5 gallons) of fuel inside.

Trucks and other heavy RoRo must have a minimum of 35 liters (9 gallons) of fuel inside.

Use of any external fuel tanks are not allowed – only the standard manufacturers fuel tanks can be used to provide fuel for propulsion of the vehicle.

Batteries

All units being received must have their batteries accessible for visual inspection by the terminal prior to receiving. This applies to all RoRo/construction units as well. If a unit being delivered does not have its battery accessible, the driver delivering unit will need to make battery accessible for inspection.

For units whose battery is hidden in any other location other than under the hood in the engine compartment, the terminal will need to use one of our blank stickers and write the location of the battery. Example – Under passenger seat. Inside trunk. This blank sticker should be put on the windshield lower driver side corner.

Any unit whose battery and battery cables can't be accessed to disconnect or the battery itself appears damage, the unit must be rejected.

Hybrids/Electric/LNG Units

All hybrids and electric units must be rejected as Grimaldi will not load hybrids and electric units onto the vessel. Liquefied natural gas (LNG), liquefied petroleum gas (LPG), and Compressed Natural Gas (CNG) units must be rejected as Grimaldi will not load these units onto the vessel.

Flood Units

Under no circumstances are titled flood units or units displaying flood damage to be received as runner, non-runner, or Forklift

Fire Damage Units

Units with evidence of fire damage must not be received under any circumstances as either runner, non-runner, or forklift.

Leaking Units

Units must be inspected for leakage. If a unit is to be discovered leaking at time of delivery, unit must be rejected. Grimaldi will not accept any units as runner/non-runner/forklift if they are leaking. Any unit discovered leaking on terminal after delivery will not be allowed to load the vessel, but instead placed on hold until removed from terminal by customer.

POV - Runners

Units are to be rejected as a runner if cargo being delivered has any of the following points:

- If battery and cable connections are not visible and accessible to disconnect
- If battery is damaged
- Hybrid/Electric Unit
- Flood damage unit
- Fire damage unit
- Unit that are producing any sort of engine smoke
- Unit leaking fluid
- Unit with front/rear end damage greater than cosmetic damage. If there appears to be any sort of damage to the following:
 - Damaged radiator
 - Damaged engine or parts inside the engine
 - Damage to the side over by the fuel tank
 - Cut wires
 - Damage to the steel frame housing the engine block
 - Hood not being secured (Hoods should properly latch)
- Unit must be start up under their own power or with the assist of a battery jump start.
- Unit with no key. All keys must be visible at time of receiving
- Unit with no brakes or questionable brakes
- Unit with no steering
- Unit with broken axles
- Unit with broken glass anywhere inside the vehicle or window frame
- Unit with broken or shattered glass which hinders a driver's visibility, or which presents a safety issue
- Translucent or semi-transparent plastic wrap which hinders the driver's visibility
- Unit with pushed in hoods reducing driver visibility

- Unit with exposed moving parts
- Unit with moving parts rubbing against each other creating friction
- Unit with body parts hanging/falling off
- Vehicles with deployed airbags still inside the vehicle
- Unit which are unsanitary inside that contain blood, other human fluid, mold, or any other biohazard
- Unit where the driver door can't be opened from both inside and outside the vehicle
- Unit with structural damage
- Unit rooftop crushed in. Need to have ample space for driver to sit safely inside
- Driver seat not fully intact/secured and not allowing driver to sit safely inside seat behind the steering wheel

Driver & Passenger area should be free of any cargo or debris.

If a unit booked as a runner is being delivered and is not running, but the unit can be started with a battery jump start, the unit may be received as a runner. Please note most runners we load require a jump start.

POV – Non-Runners

For units that don't meet runner status, please have trucker contact their forwarder to have unit rebooked as non-runner. Non-runners can only be accepted if the unit is listed on the preannounced tow excel file or you received an email from Grimaldi directly.

The following can be received as preannounced non-runner:

- Accessible battery access
- Unit has no flood damage
- Unit has no fire damage
- Unit has brakes and steering
- Unit can be pushed or towed in neutral
- Unit must have a key
- Exposed parts
- Units with no gas
- Cosmetic damage units

Driver & Passenger area should be free of any cargo or debris.

Units are to be rejected as a non-runner if cargo being delivered has any of the following points:

- If battery and cable connections are not visible and accessible to disconnect
- If battery is damaged
- Flood damage unit
- Hybrid/Electric Unit
- Fire damage units
- Unit with front/rear end damage greater than cosmetic damage. If there appears to be any sort of damage to the following:
 - Damaged radiator
 - Damaged engine or parts inside the engine
 - Damage to the side over by the fuel tank
 - Cut wires
 - Damage to the steel frame housing the engine block
 - Hood not being secured (Hoods should properly latch)
- Unit that are producing any sort of engine smoke
- Unit leaking fluid
- Unit with no key
- Unit with no brakes or questionable brakes
- Unit with no steering
- Unit with broken axles
- Unit with broken glass anywhere inside the vehicle or window frame
- Unit with broken or shattered glass which hinders a driver's visibility, or which presents a safety issue
- Translucent or semi-transparent plastic wrap which hinders the driver's visibility
- Unit with exposed moving parts
- Unit with moving parts rubbing against each other creating friction
- Unit with body parts falling off
- Vehicles with deployed airbags still inside the vehicle
- Unit which are unsanitary inside that contain blood, other human fluid, mold, or any other biohazard
- Unit where driver door can't be opened from both inside and outside the vehicle
- Unit with structural damage
- Unit rooftop crushed in. Need to have ample space for driver to sit safely inside
- Driver seat not fully intact/secured and not allowing driver to sit safely inside seat behind the steering wheel

POV – Forklift

For units that don't meet runner or non-runner status, please have trucker contact their forwarder to have unit rebooked as forklift if not already preannounced. Forklift lift units can be accepted if the unit is listed on the preannounced forklift excel file or you an approval email directly from Grimaldi.

Preannounced forklift units can be received only if preannounced and battery is removed completely prior to receiving.

Units are to be rejected as forklift cargo if a unit being delivered has any of the following points:

- Battery not removed
- Hybrid/Electric/LNG Unit
- Flood damage unit
- Fire damage units
- Units leaking fluid
- Units which are unsanitary inside that contain blood, other human fluid, mold, or any other biohazard

As we are not receiving cargo or see the cargo that is received, we rely on terminal staff judgment and experience.

Trucks / High Heavy / Break Bulk Static Cargo

ACL will accept static cargo, tracked, self-propelled units, trailers, boat trailers, construction units, tractors, and tractor trailers. **No non-running high and heavy units are to be accepted, even if incorrectly booked as a pre-announced non-runner.**

Units are to be rejected if cargo being delivered has any of the following points:

- If battery and cable connections are not visible and accessible to disconnect
- If battery is damaged
- Flood damage unit
- Fire damaged units
- Units that are producing any sort of engine smoke

- Units that are producing excessive exhaust smoke
- Units leaking fluid
- Units with front/rear end damage greater than cosmetic damage to exterior bumper. If there appears to be any sort of damage to the following:
 - Damaged radiator
 - Damaged engine or parts inside the engine
 - Damage to the side over by the fuel tank
 - Exposed wiring
 - Loose hanging wires
 - Broken light bulbs as they then contain loose exposed wires
 - Damage to the steel frame housing the engine block
- Units must be turned on and off to see if they will start up under their own power
- Units with no key
- Units with no brakes or questionable brakes
- Units with no steering
- Units with broken or bent axles
- Units with broken glass anywhere inside the vehicle or window frame
- Units with broken, excessively cracked, or shattered glass which hinders a driver's visibility, or which presents a safety issue
- Translucent or semi-transparent plastic wrap which hinders the driver's visibility
- Units with pushed in hoods reducing driver visibility
- Units with exposed moving parts
- Units with moving parts rubbing against each other creating friction
- Units with body parts falling off
- Vehicles with deployed airbags still inside the vehicle
- Units which are unsanitary inside that contain blood, other human fluid, mold, or any other biohazard
- Units where both the driver side door can't be opened from both inside and outside the vehicle
- Units with structural damage
- Unit's rooftop crushed in. Need to have ample space for driver to sit safely inside
- Driver's seat not fully intact/secured and not allowing driver to sit safely inside seat behind the steering wheel

Tank Units

Any tank being delivered must be pre-approved prior to receiving. Please contact NAWAF Support for approval to be able to receive any tank unit. Do not receive any tank units without approval from our VAB NAWAF Support group. Tank units may be received without gas free certificate. Grimaldi will perform our own inspection to ensure unit is safe for loading with our own independent marine chemist.