



SCSA-ILA CURRICULUM

[GATE CHECK LIST]

A) Gate Inbound Lanes :

1. Receiving and Delivering of Containers.
 - a) Professional attitude when talking to the Drivers
 - b) Never argue with A Driver. Call your Chief Clerk.
 - c) Verify Container Number and Prefix, Chassis Number or Owner Chassis
 - d) Verify Size and Type of Container
 - e) Seal Number
 - f) Gross Weight and Net Weight
 - g) Temperature on all Reefer Containers
 - h) Input all Hazardous
 - i) Booking Number, EIR Number
 - j) Pick up a Load or Empty
 - k) Input all Damages received from the Mechanic

B) Gate Outbound Lanes:

1. Delivering Containers
 - a) Verify Container Number and Prefix
 - b) Input the Damages the Mechanic gives you
 - c) Verify Seal

C) Yard Utility Clerk

1. Inputting Locations into YMS
 - a) Pay full attention while Driving
 - b) Yield to all Machinery on the Terminal
 - c) No Blue tooth or texting while driving
 - d) Seat Belts must be fastened
 - e) Observe all signs and speed limits
 - f) Update all locations into YMS
 - g) Keep an eye out for chassis sticking out of the slots

D) NOTE: This is a Base Function Check List.

Use your Scheduled Outline for Training with the YMS Manual included in the training curriculum.