# Overview

The following Transport Management Plan (referred to hereafter as the ‘Plan’) details the conditions and controls for the operation of D & M Plant Hire contracted plant and operators.

D & M Plant Hire Workers (employees and contractors) will be inducted onto the Plan and will work in accordance with the requirements of the Plan.

|  |
| --- |
| Contract Details |
| Principal Contractor: |  |
| Site Address: |  |
| Equipment Hired: |  |
| Date: | From: |  | To: |  |
| Site Specific Hazards: |  |

|  |
| --- |
| Operator Details |
| Operator Name | Plant/ Equipment | Tickets/ Licences | Blue/ White Card |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Work Diary

All drivers of fatigue regulated heavy vehicles who drive more than 100km from their base under [standard hours](https://www.nhvr.gov.au/safety-accreditation-compliance/fatigue-management/work-and-rest-requirements/standard-hours) or operate under [basic fatigue management (BFM)](https://www.nhvr.gov.au/safety-accreditation-compliance/fatigue-management/work-and-rest-requirements/basic-fatigue-management-bfm) or [advanced fatigue management (AFM)](https://www.nhvr.gov.au/safety-accreditation-compliance/fatigue-management/work-and-rest-requirements/advanced-fatigue-management-afm) must carry and complete a work diary to record their work and rest times.

A fatigue-regulated heavy vehicle is a vehicle or combination with a gross vehicle mass (GVM) of more than 12 tonnes.

* All Parties involved in the transport chain have been provided with a copy of this Plan and have been informed of their obligations under the Plan.
* An auditable system for rostering and scheduling is in place to ensure drivers are provided with adequate opportunity for rest.
* Records are kept of driver’s activities including driving, working and rest breaks.
* Procedures are in place for monitoring driver compliance and addressing non-conformances in relation to driving and working hours.
* Delivery dockets to be submitted weekly. Dockets to show transport vehicle details, delivery dates and times.
* Delivery of equipment to site will vary depending on the type and size of equipment required for each project. This will be allocated upon purchase order for such equipment.

|  |
| --- |
| Work-Rest Roster: Standard Hours – Solo drivers |
| **Time** | **Work** | **Rest** |
| In any period of… | A driver must not work for more than a **Maximum** of… | And must have the rest period off work with at least a **Minimum** rest break of… |
| 5 ½ hrs | 5 ¼ hrs work time | 15 continuous minutes rest time |
| 8 hrs | 7.5 hrs work time | 30 minutes rest time in blocks of 15 continuous minutes |
| 11 hrs | 10 hrs work time | 60 minutes rest time in blocks of 15 continuous minutes |
| 24 hrs | 12 hrs work time | 7 continuous hours stationary rest time(1) |
| 7 days | 72 hrs work time | 24 continuous hrs stationary rest time (note – this is the difference between Standard hours & Road Tek’s AFM) |
| 14 days | 144 hrs work time | Two nights rest breaks (2) and two nights rest breaks taken on consecutive days |

1. Stationary rest time is the time a driver spends out of regulated heavy vehicle or in an approved sleeper berth of a stationary regulated heavy vehicle.
2. Night rest breaks are 7 continuous hours stationary rest taken between the hours of 10pm on a day and 8am on the next day (using the time zone of the base of the driver) or 24 continuous hours.

|  |
| --- |
| Work-Rest Roster- Advanced Fatigue Management  |
| **Time** | **Work** | **Rest** |
| In any period of… | A driver must not work for more than a **Maximum** of… | And must have the rest period off work with at least a **Minimum** rest break of… |
| 5 ½ hrs | 5 ¼ hrs work time | 15 continuous minutes rest time |
| 8 hrs | 7.5 hrs work time | 30 minutes rest time in blocks of 15 continuous minutes |
| 11 hrs | 10 hrs work time | 60 minutes rest time in blocks of 15 continuous minutes |
| 24 hrs | 12 hrs work time | 7 continuous hours stationary rest time(1) |
| 14 days | 144 hrs work time | Two nights rest breaks (2) and two nights rest breaks taken on consecutive days |

1. Stationary rest time is the time a driver spends out of regulated heavy vehicle or in an approved sleeper berth of a stationary regulated heavy vehicle.
2. Night rest breaks are 7 continuous hours stationary rest taken between the hours of 10pm on a day and 8am on the next day (using the time zone of the base of the driver) or 24 continuous hours.

#  Mass, Dimension and Loading

* Records are kept of all weighbridge dockets, motorway tolls and loading documentation.
* Procedures are in place to allocate the correct vehicle for each project.
* A record of all vehicles to be supplied on this project is available.
* All parties involved in the transport chain have been informed of their responsibility regarding mass and dimension requirement.
* All drivers & sub-contractors to be provided with information on appropriate route selection.
* All vehicle identity GVM & GCM and legal carrying capacities. Tare mass figures to be listed on side of trucks. Tandems fitted with load scales.
* Systems in place to access the dimensions of the vehicle for each trip such as height, length & width.
* Procedures in place to monitor driver compliance. Procedures in place to monitor any non-conformances relating to mass and dimension.
* Procedures and training are in place to ensure loads are restrained appropriately *(as per The National Road Transport Reform (Mass & Loading) regulations 1995)*
* Procedures in place to monitor driver compliance & non-conformance relating to load restraint.
* Procedures and training in place to ensure appropriate selection and use of load restraint.
* All load restraint equipment to be checked and tested to be in serviceable condition.

# Excess Mass Permit

D & M Plant Hire maintains the Excess Mass Permit as current.

This permit is issued under the provisions of Section 51 of the *Transport Operations (Road Use Management Mass, Dimension and Loading) Regulation 2005* for the operation on State-controlled roads of a vehicle when the axle load/s exceed/s the limits prescribed by Schedule 1 or Schedule 2 of the Transport Operations (Road Use Management - Mass, Dimension and Loading) Regulation 2005 subject to the terms and conditions set out in this permit and attachments.

Excess Mass Guideline requirements for Vehicle Operations (Section 8), Vehicle Standards (Section 9), Administration (Section 10) and Conditions of Operation (Section 11) form the basis of this permit.

Failure to abide by these Sections of the Excess Mass Guideline will make this Permit null and void.

#  Transport of Goods

Transport of Dangerous Good:

* All vehicles are fitted with a current tested & tagged fire extinguisher.
* No Dangerous Goods to be transported – N/A.

# Transport of regulated Waste:

* Any transportation of regulated waste such as acids, adhesives, asbestos, contaminated soils etc. to be handled and trackable as per the *Environmental Protection Regulation 1998* and the *Plant Protection Act 1989.*

# Record Keeping

* Transport Management records to be kept on D&M Database and include Daily Work Diary, Training Records, Loading Documentation, Incident reports, Employee Details, Payroll Details. These to be available to Principle Contractor upon request.
* National Work Diary to be used and kept for 3 years.

# Speed Compliance

* All trucks to be fitted with Speed limiters as per *Heavy Vehicle Speed Compliance Legislation.*

# Heavy Vehicle Requirements

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Heavy Vehicles** | **Rego No** | **Fatigue Management** | **Mass, Dimension & Load Security** | **Transport of Goods** |
| **Std Hrs** | **AFM** | **Weighbridge/load cell/method used to determine weight of load** | **Is Load Restraint Required Y/N** | **Will there be Excess Mass? Y/N** | **Dangerous Goods? Y/N** | **Regulated Waste? Y/N** | **Is a Container being transported? Y/N** |
| **Advanced Fatigue Management** | **Supplier AFM** |
| **Tandem** | **560WTX** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **XQ52AN** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **508XIJ** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **502XEU** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **210WVL** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **XQ49AN** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **679TPX** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **089RGK** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **949RMO** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **950RMO** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **032RMP** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **031RMP** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **955YBV** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Tandem** | **XQ71CM** |  | **Y** |  | **Y** | **Y** | **N** | **N** |  | **N** |
| **Water Truck** | **XQ50AN** |  | **Y** |  | **Y** | **N** | **N** | **N** |  | **N** |
| **Prime Mover** | **651SEJ** |  | **Y** |  | **Y** | **Y** | **Y** | **N** |  | **N** |

|  |
| --- |
| Stakeholder Sign-off |
| **Name** | **Signature** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

All Stakeholders/ drivers working on the project are required to read and understand and sign the *D & M Plant Hire Transport Management Plan*. If there are any issues requiring clarification, the Stakeholder must contact their line manager or supervisor for clarification before signing the Plan.

On completion of sign-off forward a copy (photograph) of the sign-off page to *sue@dandmplanthire.com.au**.*