



# Standard Operating Procedure

Procedure Name:	Road Travel for heavy vehicles		
Author:	Steve Smallman		
Approved By:	Albie Wheeler		
Version	1.0	With Effect from	1/1/12
Review Date	1/1/13	Document Number	SOP 06
Risk Assessment	Name	RA SOP 06 Road Travel for cranes	
	Date	6/8/12	

## 1. Aim of procedure

To identify and formalise the risks and control processes involved in the movement of over-mass and over-width vehicles (RMS classified Special Vehicles) on the public road network.

## 2. Scope of application

This procedure applies to the drivers of all cranes operated by Wheeler Cranes & Services Pty Ltd. It applies to all on-road travel on the NSW public road network, regardless of time and location.

## 3. References

AS 2550.1

AS 2550.5

NSW Class 1 Special Vehicle Notice 2011

NSW Road Transport legislation

Australian Road Rules

NSW RMS Heavy Vehicle Driver Handbook

Ministerial Exemption (Local Area Work Diary) Order 2009

## 4. Pre-requisites

Crane Drivers driving cranes must hold a driver's licence suitable for the size and type of vehicle driven.


Crane Drivers should undertake a familiarisation with the crane/crane type.

Cranes must hold an appropriate Special Vehicle exemption issued by the NSW Roads and Maritime Services.

Cranes must hold either an IAP Mobile Crane Permit or a NSW Special Vehicle (Overmass) Permit.

Cranes must be registered and roadworthy.

Cranes must have undergone a daily pre-start inspection and operation checks.

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## 5. Procedure

Wheeler Cranes personnel will:

1. Undertake a daily pre-start inspection of each crane/vehicle prior to the crane/vehicle being driven on the public road network.
2. As part of the daily prestart inspection, each crane operator/truck driver will satisfy themselves that the crane/vehicle is roadworthy prior to departing the depot.
3. Each crane operator/ truck driver will hold and maintain for the duration of their employment a valid driver's licence. Should the operator become disqualified from driving for any reason, the operator must immediately notify Wheeler Cranes of the disqualification, the period of disqualification and the reason for disqualification.
4. Crane operators/truck drivers will only be assigned to vehicles for which they hold a valid driver's licence.
5. Crane operators/truck drivers will undergo a familiarisation with each class of crane. As part of this familiarisation, driving techniques and peculiarities of the class of crane/vehicle will be demonstrated and explained, and the driver will have opportunity to drive the crane/vehicle on the road with an experienced driver to assist in learning positioning, turning circles, cut in and outswing applicable for each crane/vehicle.
6. Cranes/vehicles will be operated in accordance with restrictions published by the NSW RMS from time to time.
7. Cranes will be operated in accordance with RMS imposed mass and dimensional limits.
8. All cranes/heavy vehicles are subject to inspection at roadside inspection stations. Vehicles are to call into roadside inspection stations whenever inspection stations are open.
9. All cranes/heavy vehicles passing the fixed 12 Mile Creek inspection station on the Pacific Highway north of Raymond Terrace are to enter the diversion whether the inspection station is open or closed. This inspection station (like Mt White) has a 24 hour 7 day rolling vehicle weighbridge and vehicles must enter the diversion. Failure to do so will result in an infringement being issued.
10. Drivers of all cranes/vehicles are required to comply with road law at all times. Drivers must obey all road rules. No special exemption, other than dimension and mass exemptions specified in the various permits carried by the cranes, have been granted to crane/heavy vehicle drivers.
11. Drivers who incur an infringement will be required to pay the penalty imposed and will be required to incur any penalty points imposed.
12. Drivers are to ensure that all exterior equipment is secured to the crane/vehicle using appropriate methods and tools.
13. Lever type load binders **are not to be carried or used** on any Wheeler Cranes vehicles at any time or for any purpose.



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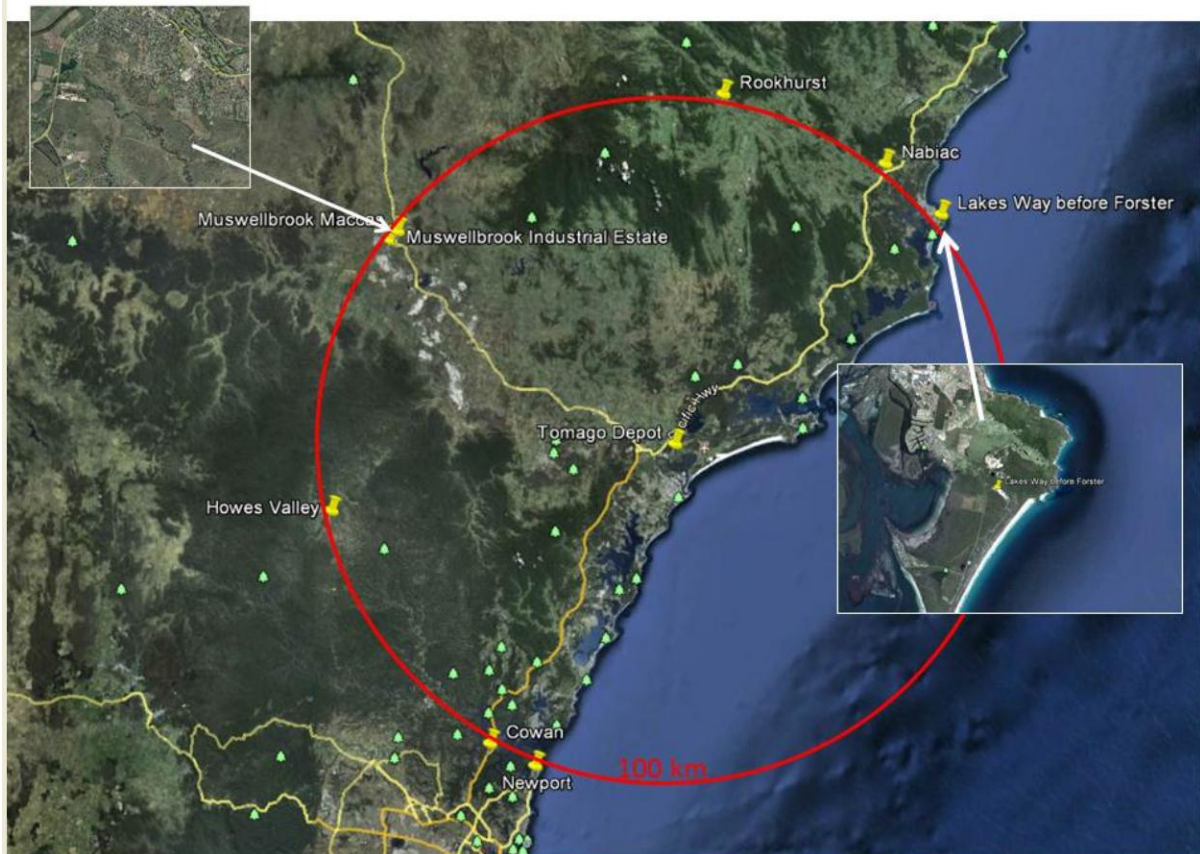
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14. Access to the tray of trucks and trailers must be by approved access points. When working on the tray of any vehicle, any fitted fall barriers must be used. Where fall barriers are not fitted, the vehicle may be used, but personnel are required to load the vehicle so as to minimise the need to access the tray area. Where access to an unguarded tray is necessary, personnel are to use any available aids to minimise their risk of fall, including the use of harnesses if necessary.
15. Drivers of cranes/vehicles are to ensure that they present themselves for work free from the influence of alcohol or drugs in accordance with the Wheeler Cranes Drug & Alcohol Policy and the Australian Road Rules. Wheeler Cranes has a ZERO TOLERANCE for drivers of cranes or vehicles reporting for duty while affected in any manner by drugs, alcohol or the effects of prior consumption of either.
16. Drivers of cranes/vehicles are not to be rostered for duty without having sufficient rest to ensure that drivers are in a fit and proper condition for the operation of heavy machinery.
17. Drivers of cranes/vehicles are to monitor their hours and their fatigue levels and communicate any fatigue related issues to Wheeler Cranes management.
18. Drivers of cranes/heavy vehicles are to carry their logbook with them at all times and to compile the logbook when travelling or potentially travelling outside the 100km radius from the Depot (see ministerial exemption) . See linked file for indication of 100km radius.



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## 6. Approval

Albie Wheeler  
Managing Director  
13/9/12

