



Transporting of Equipment

Policies & Procedures

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Transporting of Equipment

Scope

Who

Applies to all employees transporting equipment.

Purpose

123 Support Services aspires to manage transporting of equipment. This Policy and Procedures sets out 123 Support Services' clear processes.

Aims

Transporting of equipment to the job site shall be accomplished in accordance with all state and local laws governing traffic control.

Mobile equipment operated on streets and highways shall conform to all state and local laws governing motor vehicles. All regulations concerning speeds and load limits shall be strictly observed by personnel operating mobile equipment.

When mobile equipment is hazardous to other vehicles on the road, flag persons, sign or temporary barriers, shall control the traffic.

Policy

When equipment is to be towed to the job site, use suitable standard safety chains in addition to towing hooks or tow bars.

Personnel shall never stand or ride on the tow bar while equipment is being towed.

Towing should not be scheduled after dark. When emergency needs required night time towing, fully operating lights shall be placed at the rear of the tow.

When equipment is to be transported by trailer, extreme care shall be taken to prevent equipment from tipping while loading or travelling.

Clearance heights along the proposed route shall be reviewed for low-hanging objects and operators shall keep a close watch to avoid striking low-hanging objects with the equipment.

Equipment shall be secured and lashed to the trailer with the wheels blocked to prevent movement.

All trailers shall be equipped with fully operating stop and directional lights and they shall be checked for operation prior to transporting equipment.

Further Advice or Assistance

Further advice and information can be obtained from the:

» 123 Support Services' Director:

by phoning: 07 4361 6848;

by emailing: admin@123supports.com

» NDIS Quality and Safeguards Commission (<https://www.ndiscommission.gov.au>)

Effectiveness and Review

The Director will review this Policy and Procedures document each 12 months on the anniversary of its approval