

Mass, Dimension & Load Restraint Policy

PURPOSE

This Mass, Dimension and Load Restraint Policy articulates Green Earth Logistics commitment to ensuring compliance with chain of responsibility laws and the health and safety of all employees, the community, and the environment.

BACKGROUND

CoR aims to make sure everyone in the supply chain shares equal responsibility for ensuring breaches of the Heavy Vehicle National Law do not occur. Under CoR laws, if you exercise (or have the capability of exercising) control or influence over any transport task, you are part of the supply chain and therefore have a responsibility to ensure the Heavy Vehicle National Law is complied with.

Any person with an influence and/or control in the transport chain is a 'party' and includes, but is not limited to:

- Corporations, partnerships, unincorporated associations or other bodies corporate;
- Employers and Green Earth Logistics directors;
- Prime contractors of drivers;
- An operator of a vehicle;
- Schedulers of goods or passengers for transport in or on a vehicle, and the Scheduler of its driver;
- Consignors/consignees/receivers of the goods for transport;
- Loaders/unloaders of goods; or
- Loading manager's (the person who supervises loading/unloading or manages the premises where this occurs).

SCOPE

This Policy applies to all heavy vehicle driving and associated activities of Green Earth Logistics, including the driving of, loading, restraining of loads and maintenance of any heavy vehicle. This Policy, where specified, also applies to sub-contractors that operate heavy vehicles to move goods on behalf of Green Earth Logistics.

OBJECTIVES

This Policy aims to:

- Ensure all vehicles are loaded within the statutory limits, including;
 - Overall vehicle mass limits;
 - Axle mass limits; and
 - Manufacturer mass limits;
- Ensure all loads are properly restrained at all times, with reference to the NTC Load Restraint Guidelines;
- Ensure all mass data is accurate and provided to the relevant parties, which include;
 - The Scheduler of vehicles;
 - The loading manager of vehicles;
 - The loader of vehicles;
 - The driver of vehicles; and
 - The consignee of freight;
- Ensure the driver and loader can choose to halt the loading of any vehicle deemed to be unsafe;
- Dimensions do not exceed any statutory limit for any vehicle; and
- All Green Earth Logistics vehicles or contractor vehicles do not from departing a consignor site if any prescribed mass, dimension or load restraint risk may occur

POLICY

Mass

The limits on the mass of a Heavy Vehicle (including the load) are set to reduce wear on roads and bridges and to increase safety margins. A Heavy Vehicle must not be operated at a mass limit that will exceed:

- The manufacturer's GVM/GCM;
- The manufacturer's individual component rating (i.e. axels, springs, tyres); or
- The statutory mass limits or overall axle spacing;

The total mass of the vehicle will take into consideration:

- The load carried;
- GVM of the vehicle;
- Fuel;
- Load restraint devices;
- the driver and any passengers; and
- anything else that can contribute to the overall mass, including stowed tools;

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Green Earth Logistics worker scheduling loads must consider all loads' total mass and dimension when consigning a load for transportation. This is to ensure that accurate and relevant information is provided to any driver or contractor taking into consideration;

- All information provided on a container weight declaration;
- The weight of the load provided by the consignor;
- The total weight of items of plant, trailers and heavy vehicles, which may also include any stowed gear, all implements, fuel; and
- The dimension of the load provided by the consignor (height, width, and length);

Green Earth Logistics worker scheduling loads, will ensure the correct vehicle combination is selected to ensure that overloading does not occur.

Where there is any uncertainty about the mass and dimension, Green Earth Logistics must engage assistance from a qualified and experienced person who is able to accurately determine the dimensions and mass of the load.

Length

The maximum length for various Heavy Vehicles under Chain of Responsibility Legislation is set out below.

Vehicle Type	MAXIMUM LENGTH
B-double, road train or combination with 2 decks for carrying vehicles	19m
B-double	25m
Road train	53.5m
Combination other than road train, designed to carry vehicles on 2 or more overlapping decks	25m
Articulated bus	18m
Bus other than an articulated bus	14.5m
Another vehicle	12.5m

Exceeding Dimension Limits – permits (or OSOM).

A permit must be obtained for any vehicle that exceeds the mass or dimension limit of any load carried. This will additionally require approval to operate under an exemption in a Gazette notice or obtain approval to operate from the relevant state road transport authority.

If a permit is obtained, it must always accompany the load.

Heavy Vehicle Drivers are responsible for ensuring the load is within legal limits and complies with any issued permits at all times. Removable load restraint equipment, if the maximum distance across the body of the heavy vehicle, including any part of the equipment, is not more than 2.55 meters is permissible.

A vehicle width, including a load, must not be greater than 2.5 metres. A warning signal must be attached to the rear of the load in the daytime if it:

- projects more than 1.2 metres behind the Heavy Vehicle;
- overhang the rear of a Heavy Vehicle so that the end of the load cannot be seen easily from behind; or
- is on a pole type trailer;

The rear overhang of a Heavy Vehicle, including the load, must not exceed 60% of the vehicle's wheelbase or 3.7 metres, whichever is less unless an exemption in a Gazette notice is obtained. An approval to operate from the relevant state road transport authority may also be used in lieu of a Gazette notice.

OSOM Warning Signals

During daylight hours, any warning signal must be a brightly coloured flag or piece of material with each side at least 300 mm long.

During night time hours, the warning signal must be a red light that can be seen for a minimum of 200 metres distance.

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At no time can a Heavy Vehicle put at risk the general public or public infrastructure. Therefore loads must not project in any way that is dangerous to any person or likely to cause property damage, irrespective of any warning devices or signage.

Height

The height limit for heavy vehicles is 4.3 metres unless it is a:

- A vehicle built to carry cattle, horses, pigs or sheep - 4.6 metres;
- A vehicle built with at least 2 decks for carrying vehicles - 4.6 metres; or
- A double-decker bus - 4.4 metres;

Trip Plan

Where Green Earth Logistics worker is the operator of a Heavy Vehicle, the Heavy Vehicle must be taken into consideration to ensure that:

- Height limitations will not affect the planned journey;
- The Heavy Vehicle only travels on roads permitted for the class of Heavy Vehicle or Heavy Vehicle combination that is used;
- The vehicle will not be travelling during a time or date that a road is restricted;
- The exposure to road works is minimised where possible; and
- Vehicle lights are on to increase visibility in wet and foggy conditions;

Load Restraint

Green Earth Logistics workers are responsible for ensuring that all loads are appropriately restrained from complying with the NTC Load Restraint Guide.

Drivers must ensure that they conduct regular checks of the load to ensure all restraints remain taut and have not shifted during transit. The driver and operator of any Heavy Vehicle are responsible for ensuring that the mass of the load is appropriate to the Heavy Vehicle or Heavy Vehicle Combination at all times, ensuring that:

- The load on a Heavy Vehicle must not be placed in a way that makes the vehicle unstable or unsafe;
- The load on a Heavy Vehicle must be secured so that it does not fall or become dislodged from the vehicle;
- An appropriate method is used to restrain the load on a vehicle other than its own mass;
- Loads are prevented from moving in any direction and secured correctly; and
- Tarpaulin covers or nets are used if required to secure loose or exposed loads;

Transportation of Containers

All containers must be loaded to ensure that mass is distributed evenly and contents are secured. Container Weight Declarations (or CWD') must be supplied by the consignor and held by the driver throughout the transportation process.

Containers must be secured to the Heavy Vehicle following Original Equipment Manufacturer (or OEM) instructions.

Container Load Weight Assessment

All workers must ensure that all Heavy Vehicles do not exceed their approved mass limits while transporting containers. Green Earth Logistics and its partners use various loading calculations. The loading circumstances may require different methods or a combination of methods to comply with mass limits. The driver must ensure that the load weight is assessed before loading to ensure load limits are not exceeded by:

- Ensuring the loaded mass was calculated by weighing each pallet, including dunnage; or
- Ensuring the loaded mass was calculated by weighing the container to ascertain total mass;

Responsibilities of Mass, Dimension and Loading Management

The Mass, Dimension and Loading management of any Heavy Vehicles include a combination of duty holders, or those responsible for ensuring any road legislation is not contravened, including:

- Consignors or consignees;
- Loaders, packers, and loading managers;
- Operators or their managers;
- Schedulers; and
- Drivers;

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RESPONSIBILITIES

Senior Management:

For the purpose of this Policy, Senior Management has the responsibility to ensure:

- The allocation of responsibilities and funding to facilitate this Policy.

Compliance Personnel:

For the purpose of this Policy, Compliance Personnel has the responsibility to:

- Oversee the implementation of a comprehensive and regular risk assessment process;

Managers & Supervisors:

For the purpose of this Policy, Managers and Supervisors are responsible to:

- Forwarding any advice received in regard to mass or load restraint breaches incurred whilst in control of a Green Earth Logistics vehicle to the compliance team;
- Ensure all vehicle tare weight is reviewed and provided to the compliance team;
- Obtain and forward to the compliance team, records of all heavy vehicles used or managed by Green Earth Logistics workers;
- Forwarding any advice received to the compliance team all traffic offences incurred whilst an employee was operating a Green Earth Logistics vehicle;
- Providing Long Distance Drivers with Safe Driving Plans or, if not possible, completing a Safe Driving Plan and discussing it with the driver prior to the commencement of any driving task;
- Providing Local Drivers with information of loads prior to the commencement of any driving task;
- On forwarding Safe Driving Plans and Day Sheets to relevant Compliance Personnel as soon as practicable.

Employees & Contractors:

For the purpose of this Policy, all Drivers & Employees are responsible for:

- Raising any concerns with respect to completing the schedule/task safely and legally as assigned;
- Informing the Scheduler of any concerns or potential breaches of mass or dimension requirements with regard to the task detailed in the Safe Driving Plan;
- Informing their Scheduler of any mass or load restraint related offences incurred whilst driving a Green Earth Logistics Vehicle;
- Vary from the schedule provided in the Safe Driving Plan, so long as:
 - the driver remains compliant with and does not exceed any mass or dimension road limits;
 - the driver maintains compliance with all Green Earth Logistics Policies and Procedures; and
 - the driver contacts their Scheduler as soon as they become aware that they may not be able to meet a scheduled delivery.
- Completing and returning the Safe Driving Plan (where required) to their base of operations as soon as practicable but not longer than seven (7) days; and
- Completing a Day Sheet (where required) for each day of Work undertaken. The driver is to accurately and diligently complete and record their Work on their Day Sheet and return it to their base of operations each day;
- Maintaining low-risk driving at all times;
- Report any traffic offences incurred within seven (7) days whilst operating a Green Earth Logistics vehicle to Green Earth Logistics;
- Informing their supervisor or manager if they do not hold a valid or current licence or a licence suitable to drive the vehicle proposed; and
- Obeying all relevant road rules at all times

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