

MACHINE TRANSPORT - SCOPE OF WORK

01 Describe the work to be performed

- Transport and transfer of WesTrac machinery and freight in accordance with DoT, Chain of Responsibility (CoR), Government and Worksafe regulations and requirements
- Assist in the loading and unloading of mobile plant at WesTrac and customer sites, following and complying to all WesTrac and customer policies and requirements
- All other requirements per the Principal Scope of Works

02 Extra requirements to the Pre-Qualification

- *****MUST BE A PREFURED SUPPLIER TO BE AUTHORISED FOR THIS SCOPE OF WORKS*****
- The organisation has signed and returned the WesTrac Chain of Responsibility Policy
- The organisation must have a CoR management system that is documented, contains clear objectives and a commitment to improving compliance taking a risk-based approach, that complies with speed management and any breaches are reported
- The organisation must ensure that heavy vehicles are not loaded in excess of the registered GVM/GCM and can provide records containing mass and dimensions.
- The organisation has a documented CoR management system for vehicle roadworthiness and maintenance with record keeping in place.
- The organisation must ensure maintenance, repairs and modifications to heavy vehicles are conducted by suitably competent individuals with appropriate expertise
- The organisation must ensure that goods purchased (such as heavy vehicles, modifications, safety equipment,) are checked for compliance with specifications and/or regulations
- Drivers regularly inspect their heavy vehicles including completing and documenting prestart checks.
- The organisation must have a reporting system in place for defective machinery/issues found from pre-starts
- The organisation must maintain CoR training records for all drivers that intend to enter WesTrac sites
- The organisation conducts regular driving assessments of heavy vehicle drivers and complies with fatigue management policy
- The organisation keeps records of Driver's names, licence details and contact details for at least 3 years
- The organisation has a documented system for complying with load restraint and can provide evidence of load restraint equipment maintenance and load.
- The organisation has a documented reporting system for all Motor Vehicle Accidents including minor panel damage, crashes, injuries and fatalities
- The organisation must have Emergency management plans in case of an incident
- The organisation has a documented system for managing subcontractors to ensure compliance with CoR requirements.
- All other requirements per the Principal Scope of Works

03 Other Scopes of Work required or relevant to this task

- Use of mobile plant
- Use of hand and power tools
- Engagement of sub-contractors

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04 Policies, procedures and inductions that may be relevant to this Scope of Work

- Chain of Responsibility Compliance Procedure (PCD-NAT-SER-0027)
- Heavy Transport Load Declaration Form (FTT-WA-HSEQ-0021)
- Loading & Unloading of Mobile Plant from Floats and Trailers (PCD-NAT-SER-0292)
- Permit - Loading & Unloading Mobile Plant (FTT-NAT-SER-0167)
- SWP - Loading Unloading and Towing Plant Trailers (WIN-NAT-HSEQ-0339)
- SWP - Moving Machinery Using Track Mats (WIN-NAT-SER-0055)
- SWP-Spotting Machine Movements (WIN-WA-SER-0022)
- Working on Equipment Loaded on a Float Procedure (PCD-NAT-SER-0003)
- All other requirements per the Principal Scope of Works
- Load Restraint Guides - www.westrac.com.au/company/Chain-of-Responsibility

05 Describe who supplies the materials

- The contracting company is required to provide all equipment required to safely load, secure and transport to, from and on WesTrac sites
- All other requirements per the Principal Scope of Works

06 Describe how the work will be measured

- The contracting company will be measured against safety, quality, velocity, cost and people-based metrics.
- The relevant WesTrac department will conduct reviews, feedback sessions and other performance management tools it deems necessary

07 Describe at what point will the work be accepted

- The contracting company is to provide WesTrac goods received advice, goods receipt or similar at each end of the delivery chain.
- As per the Principal Scope of Works