



VULCAN MINE

Standard Operating Procedure Transporting Heavy Plant and Supplies



Contents

1. PURPOSE.....	3
2. SCOPE.....	3
3. DEFINITIONS.....	3
4. TRANSPORT SITE ACCESS.....	4
5. PROCEDURE.....	4
5.1. Risk Management	4
5.2. Planning and Route Selection.....	4
5.3. External mobile equipment.....	5
5.4. Communication	5
5.5. Escorting deliveries and transport vehicles	5
5.6. Loading, Unloading and Positioning of heavy plant and supplies	5
6. ROLES AND RESPONSIBILITIES.....	6
7. REFERENCES	6
8. REVIEW	6
9. DOCUMENT CONTROL	6



1. PURPOSE

The purpose of this procedure is to describe the requirements and ensure the effective management of hazards and risks associated with transporting heavy plant and supplies at the Vulcan Mine.

Section 72 Miscellaneous

A coal mine must have standard operating procedures for the following—

- (i) ensuring the safety of persons when heavy plant and supplies are being transported at the mine.

2. SCOPE

This procedure is applicable to all persons at the Vulcan Mine including employees, contractors and visitors.

The controls within this procedure are mandatory.

3. DEFINITIONS

Authorised Person	A person who has the required competencies and who has been appointed by the Site Senior Executive to carry out a designated scope of duties.
CMSHA	Queensland Coal Mining Safety and Health Act (1999).
CMSHR	Queensland Coal Mining Safety and Health Regulation (2017).
CMW	Coal Mine Worker.
Competent Person	A person who has, through a combination of training, education and experience, acquired knowledge and skills enabling that person to perform correctly a specified task.
GCM	Gross Combination Mass.
GVM	Gross Vehicle Mass.
Heavy Plant	Heavy machinery or equipment used on a mine site.
HME	Heavy Mining Equipment.
MOP	Mine operating procedure.
OCE	Open Cut Examiner.
OEM	Original Equipment Manufacturer.
SHMS	Safety and Health Management System.
SOP	Standard Operating Procedure.
SSE	Site Senior Executive.
Supplies	The provisions and equipment necessary for a mine or for people engaged in a particular project or expedition.
Take 5	Personal Risk assessment.



4. TRANSPORT SITE ACCESS

Transport personnel that are required at Vulcan Mine to conduct transportation of heavy plant and supplies must complete a Transport site access form (VUL-FRM-072-01). This is to ensure that the operator understands the risks associated with the task and required controls to implement to achieve an acceptable level of risk.

The following SHMS documents are, but not limited to:

Task	Competencies
Un securing of loads	VUL-SOP-072(i) - Transporting Heavy Plant and Supplies
Securing of loads and operating equipment or plant	VUL-SOP-076 - Using Mobile Plant
	VUL-FRM-072-01-Transport site access form

5. PROCEDURE

5.1. Risk Management

A risk assessment shall be conducted for the transportation of heavy plant and supplies on site including oversized or abnormal loads, in accordance with **VUL-MOP-049-Risk Management**. Abnormal loads are considered loads that are not directly related to the mining process and which are considered to have an abnormal width, length, height, weight or shape. The risk assessment shall take into consideration:

- Effect of load on balance, stability, steering and braking.
- Weight and width limits.
- Notification to other road users and prior communications.
- Height restrictions.
- Roadway clearances e.g. to other road users, operating equipment, services etc.
- Condition and gradient of roads.
- Distribution of load.
- Load security.
- Bridge and road capacity limits.
- Rail crossings, river crossings, overhead power lines and construction points along the route.
- Need for vehicle escort; and
- Use of a dual escort if found to be necessary to reduce the risk to an appropriate level.

NOTE - Workers have an obligation take reasonable care for their own health and safety and to not adversely affect the health and safety of other persons. Workers must comply with reasonable instructions, as far as they are reasonably able, and cooperate with reasonable health and safety policies or procedures that has been notified to workers, including information, instructions and training in relation to work carried out by the worker conducting Transporting Heavy Plant and Supplies. If personal protective equipment (PPE) is provided, the worker must so far as they are reasonably able, use or wear it in accordance with the information, instructions and training provided.

5.2. Planning and Route Selection

The transport of heavy plant and supplies on site from one location to the next shall be planned with a pre-determined travel route based on a personal risk assessment for example below.

- A pre drive of the road conditions.
- The shortest route shall be identified to not interfere with mine operations; and
- Accessible roads and delineation if required.



5.3. External mobile equipment

Mobile equipment utilised for on site transport and supplies for delivery shall be under escort and must be in road worthy condition to be operated on site.

This is then followed by the site policies and procedures.

5.4. Communication

Prior to transport operations, the OCE must be notified of intent to transport abnormal loads or conditions ie; Oversized, active circuits or high risk areas.

- Positive communication for the task as a general call over the local area mine channel with intended route of travel on the site.
- Vehicle call signs or descriptions must be used for the general call; and
- Confirmation from call must be broadcasted prior to undertaking escorted route.

Adequate warning or advice shall be given to any person who is likely to be at risk, by issuing a site notice and using an escort vehicle.

The supervisor or escort shall communicate to all CMWs who may be affected by the transport of heavy plant, supplies or abnormal loads.

5.5. Escorting deliveries and transport vehicles

All external plant that is required for on site deliveries and transport tasks, must be under the following conditions;

- The driver of the vehicle must complete and sign onto the **VUL-FRM-072-01-Transport access from.**
- Site PPE requirements shall be followed as per **VUL-SOP-065-PPE** and worn at all time.

At no time is the transport driver to be left unaccompanied on site by the escort.

5.6. Loading, Unloading and Positioning of heavy plant and supplies

The loading, unloading and positioning of heavy plant and supplies on site must be under the following conditions and not limited to;

- Loading heavy plant and supplies must be inclusive of the following.
 - Equipment used on site it to only be operated by trained, competent and authorised personnel.
 - Transport driver is to guide the position of the load and order to be installed; and
 - Securing the load on site has to be completed by the transport driver.
- Unloading heavy plant and supplies must be inclusive of the following.
 - Un securing the load on site has to be completed by the transport driver.
 - Transport driver are to guide the position of the load and order to be removed; and
 - Equipment used on site it to only be operated by trained, competent and authorised personnel.
- The transport vehicle is fundamentally stable (i.e. parked in a "V" notch or using wheel chocks);
- Trailer brakes are engaged and holding.
- The securing of loads have been checked prior to transportation; and
- Loads shall be secured to prevent uncontrolled movement (i.e. shifting during transportation) including:
 - The use of chocks.
 - Locking articulation points.
 - Tie downs where required.
 - Lowering implements; and
 - Mobile plant being fundamentally stable.



6. ROLES AND RESPONSIBILITIES

SSE	Shall review and approve this procedure.
HST Manager	Shall ensure that all provisions of this procedure are implemented, and that compliance is achieved.
Managers/Superintendents	Shall be responsible for their area of operations and the implementation and application of this procedure; Provide adequate training, information, structure and supervision to ensure that this procedure is implemented; Carry-out a periodic review of activities to ensure the appropriate application and understanding of this procedure; and Ensure immediate and appropriate steps are taken to investigate and rectify any risks to health and safety arising from these activities.
Supervisors	Ensure all CMWs are familiar with, have access to and comply with the requirements set out in this procedure.
All CMWs (including visitors and contactor)	Shall comply with the requirements of this procedure.

7. REFERENCES

- Coal Mining Safety and Health Act 1999 (Qld)
- Coal Mining Safety and Health Regulation 2017 (Qld)
- National Heavy Vehicle Regulator, Heavy Vehicle Loading Requirements, Compliance and Enforcement Bulletin 9 (2018)
- National Transport Commission Australia, Load Restraint Guide (2018)
- National Transport Commission Australia, Load Restraint Guide for Light Vehicles (2018)
- VUL-MOP-049-Risk Management
- VUL-SOP-065-PPE
- VUL-SOP-076-Using Mobile Plant
- VUL-MOP-071-Equipment Compliance
- VUL-PHMP-02-Vehicle Interaction
- VUL-SOP-072e-Lifting Operations
- VUL-SOP-072c-Assembly, Disassembly and Maintaining Plant in Its Operational Location
- VUL-ATN-11-External Equipment Authorisation

8. REVIEW

This document shall be reviewed at minimum two, or as follows:

- when there is a change of method and/or technology and/or legal or other requirement that may affect the accuracy of this document;
- when operational changes occur that effect the currency of the document;
- when there has been a significant event to which this document was relevant; and
- as a result of relevant audit findings.

9. DOCUMENT CONTROL

Version	Date	Description	Document Controller
01	02/06/2020	Initial Draft	Rachael Dacker
02	29/06/2020	Risk Workshop	Shane Johnson
03	28/04/2021	Review and Formatting	Nicole Davey
04	1/09/2021	Review and Formatting	Rachael Dacker
05	25/10/2024	Review and formatting	Kelly Jensen