



VULCAN MINE

VUL-SWP-10-Coal Road Train Operations

SAFE WORK PROCEDURE (SWP)			
Description	Haulage Operations		
Site	Vulcan Mine		
Department	ROM (Coal Haulage)		
PPE Required			
 Safety helmets must be worn in this area  Ear protection must be worn  Protective footwear must be worn  Protective gloves must be worn  High visibility clothing must be worn in this area  Eye protection must be worn			
Vulcan References		Job Step Analysis Reference	
- VUL-APP-006-Supervisor Appointment - VUL-FRM-11-07-ROM Inspections - VUL-FRM-10-41-Trailer Bin Inspection - VUL-SOP-076-Using Mobile Plant - VUL-078-Isolation and Tagging - VUL-TAR-004-Weather - VUL-TAR-005-Lightning - VUL-SOP-065-PPE		VUL-TMP-013-Coal Road Train Operations Risk Assessment (19/02/2025)	
Other Relevant Information			
- Relevant OEM instructions & specifications available - ERT resources are always available on-site during operations. - All operators must be assessed and authorised to operate before conducting any operations at the Vulcan mine. - Work Instruction is based on working in a controlled environment in an OEM standard Machine. If the environment, tools, equipment changes and or a deviation from this Work Instruction, a new JHA must be created and approved by all workers conducting the task.			
People, Equipment, Materials and Tools Required			
People	Equipment	Materials	Tools
Trained/Competent and authorised operator.	Loader Road Train Light Vehicles Lighting Plants HME	Equipment prestart & hazard checklist ROM Inspections Take 5	Call up signage PPE Road signage



PURPOSE

The purpose of this Safe Work Procedure is to outline the process for offsite coal road train haulage service providers to follow when entering the mine site and conducting loading activities at the Vulcan Mine.

The boundary for on-site activities is demarcated by site access and boom gates. All activities conducted within the Vulcan Mine boundary must adhere to the requirements of the Vulcan Mine Safety and Health Management System (SHMS) including this SWP. These activities include but are not limited to:

- Commuting onto the ROM
- Commuting into loading position
- Loading
- Refueling
- Reconciling truck load weight (ensuring it's within the allowable limits of the Pay Load Plans),
- Tipping off loads as required (wrong product, overloaded etc.)
- Leaving the ROM and associated mine boundary to travel on the Public and State Roads.

Activities conducted outside of the Vulcan Mine Boundary on the public access laydown, sealed access road and public road haulage are classed as off-site activities and must adhere to the safety systems adopted by the Vitrinite Coal Haulage Operations and associated contract management.

1. Inductions and Authorisations

- All personnel operating on the ROM, including road haulage operators, must be fully inducted.
- All personnel must be trained, competent and authorised to operate the required equipment, including road haulage trucks.
- Any activity required to be completed which fall outside of the basic services detailed in this SWP, must be approved by Vulcan Mine Management. This is to ensure the correct procedures, authorisations and Vulcan Mine SHMS requirements are being met.

2. ROM Supervision

- The ROM Supervision is to be conducted in accordance with the Vulcan Mine SHMS.
- The ROM area is to have a Vulcan mine appointed supervisor as per **VUL-APP-006-Supervisor Appointment**.
- The ROM Supervisor is responsible for all operations undertaken on the ROM.
- The ROM Supervisor is responsible for designing the traffic management plan for the ROM area and ensuring it is always complied with. The TMP must include:
 - No traffic may enter the ROM (beyond the call up signs) without the permission of the ROM loader operator / supervisor, except for Rear Dump Trucks hauling coal onto the ROM within the bunded off area.
 - When Rear Dump Trucks are hauling coal onto the ROM, it is classed as part of mining activities and therefore also falls under the responsibility of the OCE.
 - The TMP must be updated and circulated on a weekly basis
- The ROM Supervisor is responsible for ensuring work area inspections are undertaken in accordance with **VUL-FRM-11-07-ROM Inspections**.



3. Planning and preparation

- All ROM personnel are to attend the daily pre-start meeting.
- All ROM personnel shall read and understand the OCE report at the start of every shift (Hazard awareness)
- Ensure that there is adequate tooling and materials for task.
- All personnel to complete personal hazard id tool (take five)
- All personnel to complete equipment and plant pre-starts and notify/report any Major defects/hazards to the ROM/Maintenance Supervisor.
- Road trains operating on the ROM must use channel UHF14.
- The Haulage Supervisor is to ensure they are aware of the coal delivery requirements for the shift and the Loadsheet is operational.

4. Loading Operations

TRAFFIC AND LOADING

- POSITIVE COMMUNICATIONS in adherence with **VUL-SOP-076-Using Mobile Plant.**
- Park safely at truck laydown area to tarp down
- Ensure your beacon is on
- Communication to the Loader Operator to advise them of your location and wait until Loader Operator gives directions.
- Enter the ROM via the boom gate and ensure you drive to the speed limits and requirements as directed or signed.
- Loader Operator to ensure the Road Train has an approved Pay Load Plan in the Loadsheet.
- Loader Operator will direct the Road Train Operator to the product stockpile location
- Ensure you make positive communications with all other plant, equipment and personnel while on the ROM
- Ensure Road Train Operator parks up correctly for Loader Operator to load from Driver's side (not over tarps)
- Loader Operator to ensure loading correctly as detailed in the approved Pay Load Plans.
- The Road Train Operator to follow the Loader Operators directions when to stop/move as being loaded.
- When loading, the Loader operator is required to enter the data into Loadrite and the Load sheet.
- When loading is complete, the Loader Operator will provide The Road Operator with the required information for the Delivery Docket.

ANY OVERLOADS MUST BE TIPPED OFF AND NOT LEAVE SITE UNDER ANY CIRCUMSTANCES

- The Load sheet will change to RED when an axle is overloaded.
- Prior to leaving site The Road Train Operator is to the tarping bays to ensure the load is covered and all guards are free of debris.

CHAIN OF RESPONSIBILITY

- The Loader Operator is responsible for ensuring the truck is loaded correctly to the approved Pay Load Plan.
- When the Loader Operator provides the Driver with the weights, it's the Drivers responsibility to ensure the truck is loaded within the allowable limits of the approved Pay Load Plan.



UNLOADING

- Approach the stockpile in a direction that allows for the visual inspection of dump area.
- Use wide turning circles to avoid tyre damage.
- Ensure ground is level and in a good condition, conducive for tipping.
- Always make sure the trailers are in a straight line before tipping.
- Always tip in a straight line to avoid trailer damage. **Never Tip while turning the truck.**
- When tipping, ensure the lead trailer is tipped last.
- Road train operator to spot the doors are fully down before the bins lift.

OTHERS HAULAGE TASKS

- If Road Trains are to complete internal or external tasks outside of Vulcan Mine coal haulage operations, it is the Road Train Operators responsibility to ensure the trailer bins are cleaned and there is no hang up of other material within the trailer bins, prior to being loaded with coal. The Haulage Supervisor is responsible for ensuring the completion of the **VUL-FRM-10-41-Trailer Bin Inspection.**

5. Refueling

- Refueling is to be conducted in accordance with **VUL-SWP-072 (h)-Refueling.**

6. Weather

- Trigger actions for weather events can be found in **VUL-TAR-004-Weather & VUL-TAR-005-Lightning.**
- In a weather event, the ROM Supervisor will notify the Haulage Supervisor of any change to ROM operations due to a site TARP. The Haulage Supervisor will communicate any changes to the Road Train Operators.