

# **SAFE TRUCKING AND SUPPLY CHAINS LTD**



## **MASTER CODE PROJECT**

### **DEVELOPING A MASTER REGISTERED INDUSTRY CODE OF PRACTICE FOR THE HEAVY VEHICLE NATIONAL LAW**

Safe Trucking and Supply Chains Limited

ALC Supply Chain Safety and Compliance Summit

Sydney - 5 and 6 September 2017

‘Safer trucks, safer supply chains, safer Australia’

Fatigue Workshop

Facilitator: David Clark

National Transport Safety Manager, OneSteel

## 1. Introduction

Evidentiary standards are a key part of best practice safety regulation: they fill in the detail that is lacking in general duties, but do so in a flexible way.

Businesses with sophisticated safety systems can choose not to follow the relevant standard, but must typically be able to demonstrate that their systems achieve an equivalent or better safety outcome.

A decision has been made to generally align the provisions of the Heavy Vehicle National Law (**the HVNL**) with workplace health and safety law.

Legislation has passed the Queensland Parliament making the necessary amendments to the HVNL. These changes are anticipated to commence sometime in 2018.

To assist the 98% of trucking businesses with fewer than 20 employees, as well as off road parties such as consignors and receivers with their HVNL safety obligations, the Australian Logistics Council and the Australian Trucking Association has established a company called **Safe Trucking and Supply Chains Limited** to develop a registered industry code of practice under section 706 of the Heavy Vehicle National Law designed to:

- cover the common risks relevant to the HVNL, including risks faced by off-road parties such as consignors and receivers;
- be 50 - 60 pages in length and written in the same style as a model WHS Code;
- incorporate technical standards and other guidance material such as the load restraint guide by reference, where appropriate;
- provide general examples of risk controls, so code adopters can develop a customised risk management process for their business; and
- act as a 'master code' that can be cross referenced by other registered industry code developers as the document that deals with 'common' risks involved in the operation of a heavy vehicle so, that those other codes can deal in greater detail with safety risks specific to their industry.

Safe Trucking and Supply Chains Ltd has received government funding and National Heavy Vehicle Regulator approval to commence the drafting of such a document, with the intention of it being ultimately approved by the Regulator to be a registered industry code of practice.

This will permit code adopters to plead compliance with the code as one of the factors a court may have regard to when considering whether all reasonably practicable steps have been taken to avoid a relevant breach of the Heavy Vehicle National Law.

This means, firstly, having some idea of the changes that are to be contained in the amendments to the HVNL to commence during 2018.

## 2. Amendments to the HVNL

A new chapter 1A has been added into the HVNL which establishes a broad duty to ensure that a chain of responsibility participant to ensure, so far as is reasonably practicable, the safety of the party's **transport activities** (as defined) relating to the vehicle in a manner somewhat similar to the general duties owed by a person conducting a business or undertaking (a **PCBU**) under WHS law.

This includes the insertion of a requirement for the people who act as the executive of a legal entity (however formed) that is a chain of responsibility participant to show they have taken 'due diligence' to ensure that the entity has complied with HVNL safety duties.

It was always known that the new provisions would impose a general duty on industry participants to ensure all reasonably practicable steps were taken to ensure heavy vehicles were properly maintained and repaired.

However, the relevant definition **transport activities**, is poorly drafted. It brings within the chain of responsibility activities **associated with the use of the vehicle (such as maintaining or repairing the vehicle)**.

The new Chapter 1A is set out at the end of this paper.

Chapters 3 and 4 of the HVNL (vehicle standards and MDL provisions) remain largely the same, although the 'reasonable steps' and 'mistake of fact' defences are removed in favour of requiring someone to have a 'reasonable excuse' to avoid a conviction.

Chapter 5 of the HVNL (the speeding chapter) is repealed, as is chapter 6 (driver fatigue) with the exception of the duty not to drive whilst fatigued (section 228).

The expectation is that the speed and fatigue management contained in those chapters of the Law have been captured by the new Chapter 1A general duties provisions.

Finally, subsection 261(2) (liability of employer for breach of maximum work requirement) is also repealed whilst subsection 315(2), dealing with who is the responsible party for the driver of a fatigue regulated heavy vehicle is rewritten.

The HVNL requires a registered code of practice to be prepared and presented in a particular way.

It does this through the publication of code registration guidelines.

### **3. The Task for each workshop:**

Given the obligations imposed by registration guidelines, the task of this workshop is to determine:

**What:**

**(a) risks; and**

**(b) control measures;**

**that will**

**(c) assist a person or business *anywhere* within the chain of responsibility (as a driver, consignor, consignee, scheduler etc.) develop a customised risk management process to manage duties and responsibilities imposed under the Heavy Vehicle National Law in a manner compliant with AS 31000**

and that is all – the task is all about the best way that an industry participant can develop their own documented risk assessment process, and nothing else.

**What are the nature of risks, and possible control measures, that should be provided in a code for each of the respective parties in the chain of responsibility so as to meet their general duty obligations for speed?**

**Please review and add to the controls and examples**

<p>All Parties</p> <p>NHVL requirement</p> <p>S26E(1)(b)(c)(d)</p> <p>A person must not ask, direct or require (directly or indirectly) the driver of a heavy vehicle or a party in the chain of responsibility to do or not do something the person knows, or ought reasonably to know, would have the effect of causing the driver to drive a fatigue-regulated heavy vehicle while impaired by fatigue; or to drive a fatigue-regulated heavy vehicle while in breach of the driver's work and rest hours option; or to drive a fatigue-regulated heavy vehicle in breach of another law in order to avoid driving while impaired by fatigue or while in breach of the driver's work and rest hours option</p>	<p>Fatigue</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Managing the fatigue of the driver</li> <li><input type="checkbox"/> Fatigue management process</li> <li><input type="checkbox"/> Fatigue assurance procedures</li> <li><input type="checkbox"/> System to manage safety and ensure compliance with all requirements of the law</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Policy and procedures such that all parties in the chain of responsibility know that it is unacceptable to put undue pressure (directly or indirectly) to drive whilst fatigued or breach their work/rest hours, and drivers are positively recognised for proactively managing fatigue or self-declaring they are feeling fatigued or not fit for duty</li> <li><input type="checkbox"/> Training and awareness of fatigue management processes and procedures and risk / human factors including delay management processes so drivers are not directly pressured, or feel indirectly pressured, to drive whilst fatigued or breach their work/rest hours</li> <li><input type="checkbox"/> Provide access to appropriate amenities to assist drivers manage their work/rest hours and fatigue</li> </ul>
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<p>Employer / Prime Contractor / Operator</p>	<p>Fatigue</p>	<p>Managing the fatigue of the driver:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> System to ensure the terms of the consignment, contracts and agreements will not result in, encourage, or provide an incentive to a relevant party to cause the driver to drive whilst fatigued</li> <li><input type="checkbox"/> System that ensures all employees are aware of signs of fatigue (Employer)</li> <li><input type="checkbox"/> System to monitor drivers work and rest times</li> </ul> <p>Fatigue management process:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> System to assess the fatigue of the driver (Employer)</li> <li><input type="checkbox"/> System to assess driver fitness for duty (Prime Contractor or Operator)</li> <li><input type="checkbox"/> System to manage the fatigue of the driver</li> </ul> <p>Fatigue assurance procedures:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> System to ensure business practices will not cause the driver to drive whilst fatigued or breach their work/rest hours</li> <li><input type="checkbox"/> System to ensure demands by another parties do not result in the driver driving whilst impaired</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Terms of consignment, contracts and agreements do not contain rate structures or incentives (for early delivery) or penalties (for late delivery) or associated performance measures that may reward or encourage the driver to drive whilst fatigued or breach their work/rest hours</li> <li><input type="checkbox"/> Process to monitor drivers work and rest times (in real time if possible) are in place and reviewed regularly – e.g. telematics or electronic work diaries</li> <li><input type="checkbox"/> All employees including drivers are provided training, education and awareness of the signs of fatigue, the importance of quality rest, lifestyle factors and so on, and are empowered to act if impaired by fatigue</li> <li><input type="checkbox"/> Drivers receive regular medical checks at prescribed intervals, including drug and alcohol testing, and are provided with education, advice and resources to manage their personal health and wellbeing</li> <li><input type="checkbox"/> Process to manage changes to delivery schedule including delays so drivers are not directly pressured, or feel indirectly pressured, to drive whilst fatigued or breach their work/rest hours</li> <li><input type="checkbox"/> Drivers rosters are scheduled with appropriate timeframes so drivers are</li> </ul>
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		<p>by fatigue (Employer)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> System to ensure the scheduler has complied with scheduling arrangements that will not cause the driver to drive in breach of their work/rest options (Employer)</li> </ul> <p>System to record driver work and rest times</p>	<p>not directly pressured, or feel indirectly pressured, to drive whilst fatigued or breach their work/rest hours</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Loads are scheduled with adequate time for the required route so drivers are not directly pressured, or feel indirectly pressured, to drive whilst fatigued or breach their work/rest hours</li> </ul> <p>EXAMPLE ONLY – Vehicles are fitted with innovative technology solutions to monitor drivers fatigue and risk factors – e.g. facial recognition systems, lane departure systems etc.</p>
Scheduler	Fatigue	<p>Managing the fatigue of the driver:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> System to ensure that rosters, schedules and routes will not result in, encourage, or provide an incentive to a relevant party to cause the driver to drive whilst fatigued</li> <li><input type="checkbox"/> System to provide timely advice to drivers of schedule changes</li> </ul> <p>Fatigue management process:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> System to manage the fatigue of the driver</li> </ul> <p>Fatigue assurance procedures:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> System to ensure rosters,</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Drivers rosters are scheduled with appropriate timeframes so drivers are not directly pressured, or feel indirectly pressured, to drive whilst fatigued or breach their work/rest hours</li> <li><input type="checkbox"/> Loads are scheduled with adequate time for the required route so drivers are not directly pressured, or feel indirectly pressured, to drive whilst fatigued or breach their work/rest hours</li> </ul> <p>Process to monitor a driver's work and rest times (in real time if possible) are in place and reviewed regularly – e.g. telematics or electronic work diaries</p>

		<p>schedules and routes will not cause the driver to drive whilst fatigued or breach their work/rest hours</p> <p>System to monitor a driver's work and rest times (in real time if possible)</p>	
Consignor / Consignee	Fatigue	<p>Managing the fatigue of the driver:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> System to ensure the terms of the consignment, contracts and agreements will not result in, encourage, or provide an incentive to a relevant party to cause the driver to drive whilst fatigued</li> </ul> <p>Fatigue management process:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> System to assess the fatigue of the driver</li> <li><input type="checkbox"/> System to review loading arrangements that may cause delays (Consignor)</li> <li><input type="checkbox"/> System to review practices that may cause, encourage or lead to fatigued driving (Consignee)</li> <li><input type="checkbox"/> System to report incidences of driver fatigue to driver's operator/employer</li> </ul> <p>Fatigue assurance procedures:</p> <p>System to ensure business practices will</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Terms of consignment, contracts and agreements do not contain rate structures or incentives (for early delivery) or penalties (for late delivery) or associated performance measures that may reward or encourage the driver to drive whilst fatigued or breach their work/rest hours</li> <li><input type="checkbox"/> Key personnel, including but not limited to Loading Managers, Packers, Loaders and Unloaders, who can assess the fatigue of the driver, are provided education and awareness of signs of fatigue and empowered to take preventative action and report incidences of driver fatigue to driver's employer/operator</li> <li><input type="checkbox"/> Process to make reasonable enquiries as to monitor the effectiveness of Employer / Prime Contractor / Operator fatigue management processes and procedures and adherence to the same</li> <li><input type="checkbox"/> Deliveries are planned with appropriate time for the required route so drivers</li> </ul>

		not cause the driver to drive whilst fatigued or breach their work/rest hours	are not directly pressured, or feel indirectly pressured, to drive whilst fatigued or breach their work/rest hours <input type="checkbox"/> Process to monitor adherence to delivery windows, truck turnaround times and delays and take remedial action as required to review loading/unloading arrangements and practices
Packer	Fatigue	<p>Fatigue management process:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> System to review packing practices that may lead to delays in loading</li> <li><input type="checkbox"/> System to assess and report concerns relating to driver fatigue to a loading manager</li> </ul> <p>Fatigue assurance procedures:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> System to ensure packing processes will not cause the driver to drive whilst fatigued or breach their work/rest hours</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Packers, who can assess the fatigue of the driver, are provided education and awareness of signs of fatigue and empowered to take preventative action and report incidences of driver fatigue to a loading manager</li> <li><input type="checkbox"/> Process to monitor adherence to delivery windows, truck turnaround times and delays and take remedial action as required to review loading/unloading arrangements and practices</li> </ul>
Loading Manager	Fatigue	<p>Fatigue management process:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> System to assess the fatigue of the driver</li> <li><input type="checkbox"/> System to report incidences of driver fatigue to the driver's operator/employer</li> </ul> <p>Fatigue assurance procedures:</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Loading Managers, who can assess the fatigue of the driver, are provided education and awareness of signs of fatigue and empowered to take preventative action and report incidences of driver fatigue to driver's employer/operator</li> <li><input type="checkbox"/> Process to monitor adherence to</li> </ul>

		<input type="checkbox"/> System to ensure loading/unloading will not cause the driver to drive whilst fatigued or breach their work/rest hours	delivery windows, truck turnaround times and delays and take remedial action as required to review loading/unloading arrangements and practices
Loader/Unloader	Fatigue	<p>Fatigue management process:</p> <input type="checkbox"/> System to review loading/unloading practices for delays <input type="checkbox"/> System to assess driver fatigue and reporting concerns to loading manager <p>Fatigue assurance procedures:</p> <input type="checkbox"/> System to ensure loading/unloading will not cause the driver to drive whilst fatigued or breach their work/rest hours	<input type="checkbox"/> Loaders and unloaders, who can assess the fatigue of the driver, are provided education and awareness of signs of fatigue and empowered to take preventative action and report incidences of driver fatigue to a loading manager <input type="checkbox"/> Process to monitor adherence to delivery windows, truck turnaround times and delays and take remedial action as required to review loading/unloading arrangements and practices
Executive Officers (of all parties)	Fatigue	<p>Managing the fatigue of the driver:</p> <input type="checkbox"/> Ensure that a system to ensure the terms of the consignment, contracts and agreements will not result in, encourage, or provide an incentive to a relevant party to cause the driver to drive whilst fatigued is in place <input type="checkbox"/> Ensure that a system to monitor drivers work and rest times is in place <p>Fatigue management process:</p> <input type="checkbox"/> Ensure that a system to assess	<input type="checkbox"/> Governance process that verifies the effectiveness of fatigue management processes and procedures

		<p>driver fitness for duty is in place</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Ensure that a system to manage the fatigue of the driver is in place</li></ul> <p>Fatigue assurance procedures:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Ensure that a system to ensure business practices will not cause the driver to drive whilst fatigued or breach their work/rest hours is in place</li><li><input type="checkbox"/> Ensure that a system to record driver work and rest times is in place</li></ul>	
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Any technical references referred to in a registered code must be 'freely available'. **What sort of references should be included into the registered code and why? Are Australian Standards regarded as 'freely available' (given they are somewhat dear for small operators (cf. the larger operators for which the cost would not be considered as 'dear'?)**

Name of reference document	Identification of the risk that the document will assist to manage
National Heavy Vehicle Regulator	
AS/NZS ISO 31000:2009 Risk Management — Principles and Guidelines,	Risk Management - provides principles, framework and a process for managing risk.
	Speed
	Fatigue
National Transport Commission (NTC) Load Restraint Guide 2004	MDL Load Restraint
	Vehicle Standards

**Further Information:**

**Name** .....

**Company** .....

**Email** .....

**Send to: [peter.elliott@austlogistics.com.au](mailto:peter.elliott@austlogistics.com.au)**

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