

Driver Code of Conduct

WETHERILL PARK RESOURCE RECOVERY FACILITY

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Purpose

The purpose of this plan, and the procedures associated with it, is to:

- Comply with the conditions associated with the NSW Department of Planning and Environment consent
- Establish a bench marked set of acceptable and compliant behaviours
- Encourage application of the Driver's Code of Conduct for all stakeholders associated with ResourceCo's Wetherill Park resource recovery facility.
- Minimise impacts on the community as much as possible

Scope

This Code of Conduct applies to personnel involved in the transport of materials to and from ResourceCo's Wetherill Park Resource Recovery Facility, whilst on site.

References

National Heavy Vehicle Law (NSW) 2013

Heavy Vehicle (Mass, Dimension, and Loading) National Regulation (NSW)

Load Restraint Guide 2nd Edition 2004

Definitions

Heavy Vehicle - Any vehicle with a gross vehicle mass greater than 4.5 tonnes.

Introduction

Driving a heavy vehicle is a responsible undertaking. Your behaviour reflects upon the community reputation of ResourceCo, and in this regard your full compliance with this Driver Code of Conduct is required.

Code of Conduct

RMS Licence

All drivers must hold a current and valid driving licence for the class of vehicle that they operate.

Speed Limit

The site speed limit is 10 kph. The speed limit is to be strictly obeyed, and speeding will not be tolerated. Speeding on site will result in disciplinary action, up to and including denying of access to site.

All heavy vehicles operating out of the site are to observe the posted public road speed limits, with speed adjusted appropriately to suit the road environment and prevailing weather conditions.

Site induction

All drivers must receive a safety induction before proceeding on site. A safety induction aims to familiarise the driver with the site environment, and the known hazards within that environment.

Operational Hours

The facility will operate during the following hours:

Table 1: Hours of Operation

Activity	Day	Time
Waste receipt	Monday – Friday Saturday (when available)	4:00 am to 4:00 pm 06:00 am to 12:00 pm
Waste processing (plant operation)	Monday – Friday Saturday Sunday	6:00 am to 10.30 pm 6:00 am to 5:00 pm 8:00 am to 6:00 pm
Removal of finished products	Monday – Friday Saturday and Sunday	5:00 am to 10.30 pm (PEF) 5:00 am to 5:00 pm (other products) No product removal

On Site Communications:

Telephone Number: (02) 9134 6500

UHF Radio Frequency: 14

Incidents

All incidents, including near misses, must be reported immediately. Any incident or hazard report is to be completed, using CR-FM206 *Incident/Hazard Report*.

Behaviour

Whilst on site, it is a requirement that all vehicle drivers (including any passengers) behave in a polite and professional manner towards ResourceCo employees, contractors, visitors, members of the public, other drivers, and any other person at all times. ResourceCo fosters a culture of courtesy, modesty and team work, and expects that drivers will assist employees and other drivers in the unloading process, so that all vehicles are unloaded and despatched as efficiently as possible.

Displays of aggression, physical and/or verbal abuse, harassment, sexual harassment, bad language, bullying, and unsociable behaviour by vehicle drivers (including any passengers), and any other representatives of a transport company (whether physically on site or not) will not be tolerated.

Skylarking, and so called practical jokes will not be tolerated. Unacceptable behaviour will result in disciplinary action, up to and including denying of access to site.

It is expected that ResourceCo employees, contractors, visitors and members of the public will behave in a polite and professional manner to vehicle drivers whilst they are on site.

Unacceptable Behaviour – Is any activity such as discrimination, verbal or physical harassment, sexual harassment, unwanted invasion of personal space, bullying, transmission of offensive images and text and so on. It is important to remember that the test for unacceptable is based on the feelings and interpretation of the recipient regardless of the intention of the originator.

Smoking

Smoking is not permitted on site, except within the designated area.

Drugs and Alcohol

No person will be permitted on site under the influence of drugs or alcohol or medication which may represent a risk to people, property or the environment. Being under the influence of drugs or alcohol is strictly prohibited, and will result in disciplinary action, up to and including denying of access to site. Whilst on site you may be required to undertake Drug and Alcohol testing in accordance with ResourceCo's Drug & Alcohol testing protocols.

Cameras

Photographs, including still and video, of anything on site are not to be taken without the express permission of the site's General Manager. Any photographs that have been taken without permission are to be destroyed before leaving site.

Seatbelts

Seatbelts are to be worn at all times when within a truck unless the driver needs to exit the vehicle.

Mobile Phones

Mobile phones, iPads, and smart watches are not to be used whilst driving. To use a mobile phone, iPad, smart watch or other device that can divert the driver's attention, the driver must:

- Stop or park the vehicle and apply the park brakes
- Put the transmission into 'Park' or first gear
- Turn off the ignition.

Load covering

All vehicles arriving at or departing from ResourceCo's facility whether loaded with material or not are required to have an effective cover over their load for the duration of the trip to prevent dust and debris emissions.

Load restraint

All vehicles arriving at or departing from ResourceCo's facility must have their loads securely restrained to prevent unacceptable movement during all conditions of transportation.

Mass Limits

All vehicles arriving at or departing from ResourceCo's facility must comply with heavy vehicle mass limits. Mass Limits (including axle limits) are those set by NSW RMS. Where a heavy vehicle operator claims to have permits for increased capacity, (i.e. greater than General Mass Limits), the driver must produce documented evidence, and a copy will be taken for ResourceCo's records.

Fatigue

All heavy vehicle drivers operating out of the site are to be aware of their fatigue management scheme and operate within its requirements.

Wheel Wash

All heavy vehicles leaving the site must depart via the wheel wash to prevent mud, dust and debris from being deposited on council roads.

Site Exit

It is recommended that all heavy vehicles turn left upon exiting the site to assist with traffic flow in and out of the site, and on Frank Street.

Comply with directions of authorized personnel

All drivers must comply with the direction of authorised site personnel when within the site.

Pedestrians

On-site, pedestrians have right of way at all times.

Documentation

CR-FM203	Truck Driver Induction
CR-FM206	Incident/Hazard Report
RC-PL008	Behavioural Policy
RC-PL005	Drug and Alcohol Policy