

# Speed Management Policy

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## Our commitment

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Romann Logistics is committed to providing a workplace that does not require, encourage or reward speeding by heavy vehicle drivers.

## How we will meet our commitment

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Heavy vehicle driver speeding creates a work health and safety risk as it leads to an increased risk of death, injury or illness to the driver and other road users.

The Work Health and Safety Laws and the supporting heavy vehicle speeding and Heavy Vehicle National Laws) set out a range of requirements and responsibilities for the management of heavy vehicle driver speeding in the workplace.

Our objectives are to:

- establish safe systems of work that eliminate (where practicable) or minimise risks caused by heavy vehicles
- provide a safe and healthy work environment that does not require, encourage or reward speeding

To this end, we adopt a risk management based approach to support compliance with the legislative requirements and our objectives. We have established a Speed Risk Management Framework that contains the risk management stages that the organisation will use to identify, assess, eliminate (where practicable) or minimise and monitor speed-related risks.

All details of speed-related risks, control measures and implementation responsibilities are documented in the Risk Register.

## Scope

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This policy and supporting procedures apply to any worker with control over or that might influence the speed of a heavy vehicle (including but not limited to the roles listed below).

## Responsibilities

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Romann Logistics has identified the following roles within our organisation with obligations for speed management, as:

- employer of the driver of the vehicle/prime contractor of the driver/operator of the vehicle/person conducting a business or undertaking (PCBU) referred to as 'the Transport Company'
- driver/scheduler manager
- loading manager
- driver of the vehicle
- Vehicle Maintenance manager
- scheduler of goods for transport by the vehicle and/or the vehicle driver
- packer of goods to be loaded on to the vehicle
- loader of goods on to the vehicle
- unloader of goods from the vehicle
- consignor/consignee of goods for transport by the vehicle

A summary of the key responsibilities for each role are listed below.

### **Transport Company Responsibilities**

*The 'transport company' includes the employer, prime contractor, operator and/or PCBU. In our organisation this responsibility is accepted by the Director(s).*

The Transport Company must ensure that:

- they take all reasonable steps to ensure a driver complies with speed requirements

- all workers with control or influence over driver speed are appropriately trained
- rewards, incentives or payment schemes that encourage speeding are removed
- schedules, rosters and trip plans do not require drivers to exceed speed limits
- timeslots and delivery times do not put pressure on drivers to exceed speed limits
- consignors and consignees do not put pressure on drivers to exceed speed limits
- contingency plans are developed to deal with scheduling issues and problems with meeting deadlines
- drivers are able to report delays or other problems
- vehicle speed limiters (if installed) are functioning and maintained
- parking, queuing and loading/unloading practices are streamlined to minimise delays
- all elements of the Speed Risk Management Framework are monitored on an ongoing basis and reviewed on a regular basis to ensure continued compliance

### **Driver/Scheduler Manager Responsibilities**

*The driver/scheduler manager is a worker who supervises the activities of drivers and/or schedulers. In our organisation this responsibility is accepted by the National Operations Manager and Agent.*

The Driver/Scheduler Manager must:

- ensure this Speed Management Policy and the Speed Risk Management Framework are effectively implemented within their area of control
- accept accountability for ensuring that the workplace under their control is safe and free from speed-related risks
- accept accountability for ensuring that the behaviour of workers under their control is safe and free from speed-related risks
- monitor and review the elements of the Speed Risk Management Framework within their area of control (e.g. review of rosters and inspection of speed limiters)
- consult with their team when implementing new systems of work (e.g. new scheduling practices)
- resolve or appropriately escalate speed-related issues promptly

### **Loading Manager Responsibilities**

*The loading manager is a worker who supervises the activities of loaders or unloaders. In our organisation this responsibility is accepted by the Consignor.*

The Loading Manager must:

- ensure loading and unloading arrangements do not require drivers to speed
- ensure loading and unloading times and delays are regularly reviewed
- identify and promptly resolve loading and unloading bottlenecks
- notify the driver and/or scheduler immediately of any loading delays or potential missed timeslots
- contact the transport company if the truck does not arrive on time and advise them of the next available timeslot or the delay time

### **Driver Responsibilities**

*The driver is a worker who drives the heavy vehicle and transports the load to its destination by road. In our organisation this responsibility is accepted by the Driver.*

The driver must ensure they:

- observe speed limits at all times
- demonstrate safe and responsible driving behaviour at all times
- understand whether they can complete the journey/make the timeslot in time without exceeding the speed limit
- communicate any concerns about the scheduling or journey or any other potential or actual issues or delays to the Transport Company promptly

### **Vehicle Maintenance Manager Responsibilities**

*This role is the person who has direct supervision of all vehicle maintenance within the organisation. In our organisation this responsibility is accepted by the Agent and Driver.*

The vehicle maintenance manager must ensure that:

- all vehicles are maintained in accordance with all vehicle maintenance schedules, such that vehicle are in a fit state to respond to all driver controls to avoid exceeding maximum speed limits
- reported maintenance issues that may compromise safety are rectified as soon as reasonably practically possible, and the vehicle must not be released for road usage until the fault is rectified
- speed limiter devices are fitted and serviceable at all times to all relevant vehicles

## **Scheduler Responsibilities**

*The scheduler is a worker who has influence or control over the delivery time (often the person who schedules the transport of goods by road). In our organisation this responsibility is accepted by the National Operations Manager and Agent.*

The scheduler must ensure that:

- schedules do not require drivers to exceed the speed limit
- delivery times do not put pressure on drivers to exceed the speed limit
- contingency plans are developed to deal with scheduling issues and problems with meeting deadlines
- drivers are able to report delays or other problems
- they communicate with the packer, loader, consignor, consignee and driver to coordinate consignment schedule details and provide feedback on the accuracy of the information provided
- consignors and/or consignees are advised of any concerns about requested delivery times

## **Packer Responsibilities**

*The packer is a worker who packs and prepares the goods prior to loading. In our organisation this responsibility is accepted by the Consignor.*

The packer must ensure that the load is:

- packed in a timely manner, without unnecessary delays
- packed and ready to be loaded at the agreed loading time

### **Loader Responsibilities**

*The loader is a worker who is responsible for loading the goods into or onto the vehicle. In our organisation this responsibility is accepted by the Consignor.*

The loader must ensure that the load is:

- ready to be loaded at the agreed loading time
- loaded in a timely manner, without unnecessary delays

### **Unloader Responsibilities**

*The unloader is a worker who is responsible for unloading the goods from the vehicle. In our organisation this responsibility is accepted by the Consignee.*

The unloader must ensure that the load is:

- unloaded in a timely manner, without unnecessary delays

### **Consignor/Consignee Responsibilities**

*The Consignor is the person or company who dispatches the goods for delivery. The Consignee is the person or company who orders and/or receives the goods.*

The consignor/consignee must ensure that:

- the delivery request does not require (or incentivise) the driver to exceed the speed limit
- orders are placed in a timely manner to allow for dispatch that can meet delivery requirements
- appropriate time is factored for the job to be completed without requiring the driver to speed
- accurate information is provided to the scheduler to enable them to comply with the Heavy Vehicle National Laws
- contingency plans are developed to deal with scheduling issues and problems with meeting deadlines
- contracts include speed compliance and monitoring

## Supporting policies and procedures

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This policy operates within the Risk Management Framework outlined in the Risk Management Policy and Procedure and the Work Health and Safety Policy.

This policy should be read and followed in conjunction with the:

- Chain of Responsibility Policy
- Speed Management Procedure
- Fatigue Management Policy and Procedure
- Load Management Policy and Procedure
- Vehicle Standards and Maintenance Policy and Procedure
- Hazard Observation Procedure
- Incident Management Procedure

## Implementation and evaluation

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Romann Logistics will ensure this Policy is reviewed and evaluated for its effectiveness in delivering policy objectives on an annual basis or earlier in the event of major changes to the legislation or our organisation structure and operations.

**Policy authorised by: George Manassa,  
National Business Development Manager**

**Signature: GM, digitally signed 05.04.2022**

*Policy issue date: 04.04.2022  
Policy version number: v1  
Policy review due date: 27.07.2022*



I have read and agree with the policy above.

**Name:**

**Signature:**

**Date:**

**Authorised Officer:**