

**This is a subordinate management plan to be used in conjunction with the Project Traffic Management Plan**

**Beryl Solar Farm**  
Contract Number: 24120135

Document Preparation and Control	Document Review
Prue Lydon – Logistics Manager	Natasha Portess – Zero Harm Manager
Document Approval	Signature
Nathan Roworth – Project Manager	

Project Document Version	Date
0	06/08/2018

Document Version History			
Version No.	Date	Document Status	Brief Description of Change(s) from Previous Version
A	12/07/2018	Draft	Initial version development To be updated when Transport Delivery Partner is engaged
B	27/07/2018	Draft	Updated as per review and comments from RMS 27/07
C	02/08/2018	Draft	Updated as per review and comments from RMS 02/08
0	06/08/2018	Final	Updated as per review and comments from NSW Department of Planning and Environment

**TABLE OF CONTENTS**

1 PURPOSE .....4

2 ROAD SAFETY AWARENESS / DRIVERS CODE OF CONDUCT .....4

3 LOCATION .....4

4 DESCRIPTION OF ACTIVITIES .....5

5 ROLES AND RESPONSABILITIES .....5

    5.1 MANAGER:.....5

    5.2 SUPERVISOR: .....5

    5.3 SITE TEAM:.....5

    5.4 DRIVERS:.....5

6 DRIVERS CODE OF CONDUCT .....6

    6.1 OBJECTIVE .....6

    6.2 PURPOSE OF THE DRIVERS CODE OF CONDUCT .....6

    6.3 REQUIREMENTS .....6

    6.4 VEHICLE SPEED .....7

    6.5 HEAVY VEHICLE COMPRESSION BRAKING .....7

    6.6 HEAVY VEHICLE NOISE .....7

    6.7 LOAD COVERING .....7

    6.8 VEHICLE DEPARTURE AND ARRIVAL .....7

    6.9 CONVOYING .....8

    6.10 OVERTAKING .....8

    6.11 MOBILE PHONES .....8

    6.12 VEHICLE BREAKDOWNS .....8

    6.13 INCIDENTS, HAZARDS & NEAR MISSES .....8

7 PROTOCOL FOR INTERACTION WITH SCHOOL BUSES .....8

    7.1 BERYL ROAD BUS STOP LOCATION .....9

    7.2 DAILY BUS TIMETABLE .....9

8 COMPLIANCE MEASURES & MONITORING .....9

    8.1 PLANT AND VEHICLE .....9

    8.2 SITE ACCESS ROADS AND PUBLIC ROADS .....9

    8.3 DRIVERS AND OPERATORS .....9

    8.4 HEAVY VEHICLE SITE ACCESS .....9

9 ROUTE MANAGEMENT .....9

    9.1 OBJECTIVE .....9

    9.2 COMMUTING OF PROJECT PERSONNEL .....10

    9.3 FATIGUE MANAGEMENT .....10

        9.3.1 SITE BASED PERSONNEL .....10

        9.3.2 HEAVY VEHICLE DRIVER FATIGUE .....10

        9.3.3 JOURNEY MANAGEMENT .....11

9.3.4	WEATHER AND SAFE DRIVING CONDITION ASSESSMENT .....	11
9.4	HEAVY VEHICLE ROUTE (PROPOSED).....	11
9.5	ALTERNATIVE ROUTE – Via Bruce Highway Northbound .....	13
9.6	BERYL ROAD ACCESS.....	14
9.7	TRUCK DRIVERS LAY-OVER AREA .....	14
APPENDIX 1 –	DRIVERS CODE OF CONDUCT .....	16
	PENALTIES AND DISCIPLINARY ACTION .....	16
	MOTOR TRAFFIC ACT .....	16
	DRIVING LICENCE .....	16
	VEHICLE MINIMUM MAINTENANCE AND OPERATING CONDITION .....	16
	OCCUPATIONAL HEALTH AND SAFETY .....	16
	ENVIRONMENT .....	17
	NOISE CONTROL.....	17
	HIGHWAY COURTESY .....	17
	SPEED RESTRICTIONS.....	17
	SITE SPEED LIMITS.....	17
	DEFENSIVE DRIVING .....	18
	VEHICLE BRAKING .....	18
	TAILGATING .....	18
	OVERTAKING/PASSING .....	18
	MOBILE PHONES.....	18
	ROAD HAZARDS .....	18
	PARKING.....	19
	REVERSING.....	19
	MATERIAL TRANSPORT .....	19
APPENDIX 2 -	HEAVY VEHICLE DRIVER FATIGUE NATIONAL REGULATION .....	20
APPENDIX 3 –	EXAMPLE DAILY VEHICLE MOVEMENTS .....	21
APPENDIX 3 CONT. –	HEAVY VEHICLE MOVEMENT.....	22
APPENDIX 3 CONT. –	VEHICLE MOVEMENT FORECAST .....	23
APPENDIX 4 –	DOWNER CARDINAL RULES.....	24

## 1 PURPOSE

The purpose of this document is to clarify the expected behaviours of all drivers who will be engaged on the Beryl Solar Farm Project. This document will be utilised to minimise the impacts of the project based light vehicles and heavy vehicle delivery traffic on Castlereagh Highway and Beryl Road, associated with the Beryl Solar Farm Project located on Beryl Road, on the community and to manage the movement of all vehicles using best industry practices.

## 2 ROAD SAFETY AWARENESS / DRIVERS CODE OF CONDUCT

The project is committed to ensuring employees are aware of potential impact of truck and vehicle movements associated with project operations on the environment and the community. All employees are required to adopt road safety behaviour aimed at ensuring safe driving conditions for all road users.

All employees and contractors are required to comply with all the relevant legal requirements and accepted community standards whilst travelling to and from work or on project business.

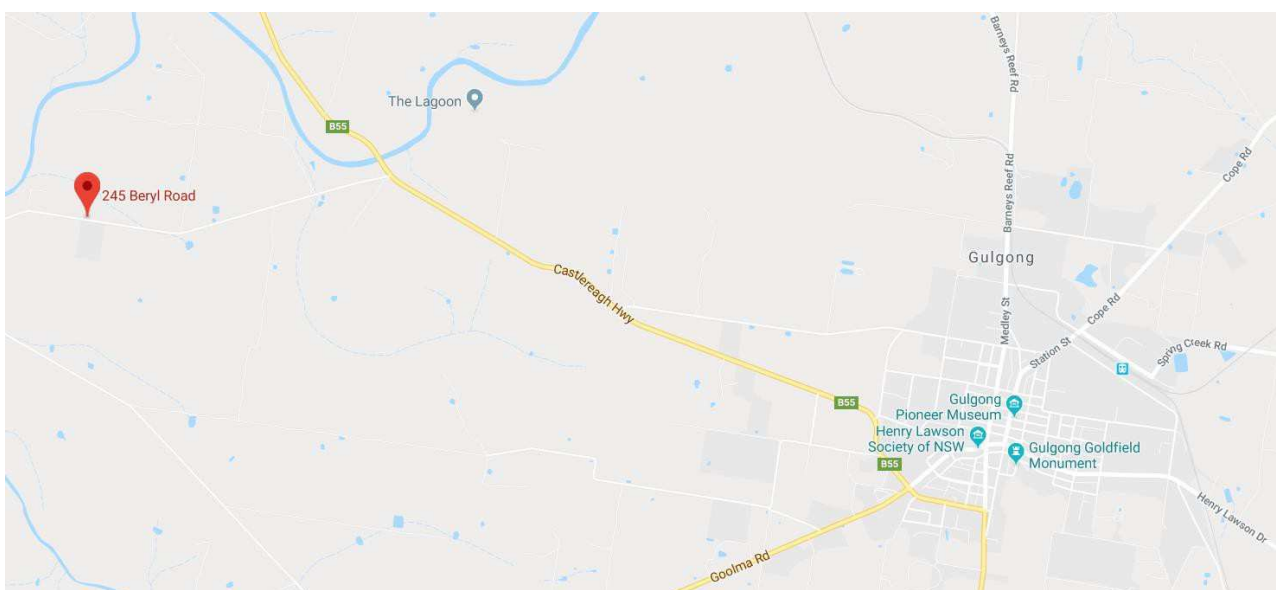
Moreover, the project will adopt a Driver Code of Conduct and all employees are required to fully comply with the documents expectations and standards. This document will form part of the drivers induction process and should be kept as a ready reference during the term of the project.

## 3 LOCATION

The Beryl Solar Farm is located approximately 8 kilometres northwest of Gulgong in mid-west New South Wales, within the Mid-West Regional Council area, on a 200-hectare area of redundant farmland.

Address of property is 245 Beryl Road, Gulgong 2852 New South Wales. Site access is via the junction of Castlereagh Highway and Beryl Road with a left turn in to the site entry three kilometres from the turnoff.

The site's geographical coordinates (-32.347890, 149.460545). The image below shows the approximate location of the Site.



## 4 DESCRIPTION OF ACTIVITIES

---

Light vehicles will typically be for passenger transport or for the movement of contractor tooling and equipment. Light vehicles movement will also enter from the main gate south off Beryl Road, entering and exiting the project site through the main gate.

Heavy vehicles will typically be prime-mover & trailer combinations carrying approximately 20+ tonne construction material payloads. Truck movements will predominantly be from the main entry gate south from Beryl Road, entering and exiting the project site through the main gate only.

Project hours of construction operation shall be 7:00am to 6:00pm, Monday to Friday; and Saturday 8:00am to 1:00pm; with no transportation of construction materials to or from the site on Sundays or Public Holidays.

Impacts associated with these movements are predominately related to vehicle density and noise from traffic movement via the heavy vehicle access route through Mudgee and to local residents surrounding Gulgong.

Suitable staggering of all vehicle movements to and from the Beryl Solar Farm site shall be conveyed to all relevant site personnel and delivery partners to ensure safe travel at all times.

## 5 ROLES AND RESPONSABILITIES

---

### 5.1 MANAGER:

- Definition of a Drivers Code of Conduct
- Responsible for ensuring the site Drivers Code of Conduct is made operational
- Ensuring performance objectives and targets are established, monitored and achieved.
- Communication of the importance of Drivers Code of Conduct, Road Safety Awareness and meeting statutory and regulatory requirements.
- Conduct regular reviews of the Code of Conduct awareness
- Verifying and implementing of corrective and preventative actions
- Recognising and responding to community concerns

### 5.2 SUPERVISOR:

- Responsible to ensure the objectives of the Drivers Code of Conduct are achieved
- Ensuring staff within their area of responsibility are trained and updated on the Drivers Code of Conduct and Road Safety Awareness responsibilities, instructions and procedures
- Ensuring trucking operations comply with relevant regulatory and legislative requirements
- Review trucking operations and implement strategies to minimize the potential for transport conflict and/or personal injury resulting from transport movement.
- Ensure trucking incidents are investigated and corrective and preventative actions are taken
- Developing and implementing contingency plans to respond to trucking incidents.

### 5.3 SITE TEAM:

- Identifying, reducing and preventing trucking movements that may result in traffic conflicts and/or personal injury
- Monitor truck movements to ensure compliance with Drivers Code of Conduct
- Report any non-compliance with Drivers Code of Conduct
- Initiate any action to prevent traffic incidents
- Identifying, reducing and recording trucking incidents

### 5.4 DRIVERS:

- Responsible for ensuring that the relevant traffic and road safety standards applicable in their work are followed
- Observe any traffic restrictions
- Operate vehicles to minimise need for maintenance and repair, and minimise noise and emissions
- Comply with any traffic management instructions and procedures that apply to the work of operations
- Take actions to halt or prevent traffic incidents
- Identify and report any traffic incidents
- Strictly observe all speed limits and other traffic rules along the specified routes
- Adopt road safety behaviour to ensure a road environment where all road users feel safe from truck movements associated with the operation of the project.

## 6 DRIVERS CODE OF CONDUCT

---

### 6.1 OBJECTIVE

The Objectives are:

- Minimise the potential for traffic conflict resulting from project based vehicle movements;
- Minimise the potential noise impacts associated with project specific vehicle movements;
- Promotion of employee and community road safety awareness to ensure a road environment where all road users feel safe from traffic movements associated with the ongoing operations of the site;
- Compliance with Project Approval conditions and undertakings;
- Compliance with Project Zero Harm procedures and regulations;
- Establish, maintain and ensure compliance with a Driver Code of Conduct;
- Ensure the designated routes to the construction site are adhered to;
- Ensure satisfactory driver behaviour, including travelling speeds, driver fatigue, overtaking and the likes
- Ensure that all drivers understand requirements in relation to transport;
- Engage with project staff, transport contractors and subcontractors regarding the Zero Harm obligations;
- Implementation of the appropriate safety controls, training and reporting systems.

### 6.2 PURPOSE OF THE DRIVERS CODE OF CONDUCT

This Driver Code of Conduct is to ensure that drivers adhere to the designated transport routes, and procedures to ensure that drivers implement safe driving practices, particularly when travelling via the heavy vehicle access in the township of Mudgee and the surrounding areas of Gulgong.

All employees and contractors are made aware that responsible driving and adhering to the code is a condition of employment on the Beryl Solar Farm Project. All drivers are to be trained during the site induction of the Code of Conduct All drivers reported or found to be acting in a manner contrary to the Code could be subject to disciplinary action.

### 6.3 REQUIREMENTS

All drivers' conducting activities for the Beryl Solar Farm Project must:

- Have undertaken a site induction;
- Hold a valid driver's licence for the class of vehicle that they operate;
- Operate the vehicle in a safe manner within and external to the project site;
- Comply with the direction of authorised site personnel when within the site.

## 6.4 VEHICLE SPEED

There are two types of speeding:

- Where a vehicle travels faster than the posted speed limit; and
- Where a driver travels within the speed limit but because of road conditions (e.g. fog or rain) this speed is inappropriate.

All vehicle drivers operating by or for the Beryl Solar farm Project are to observe the posted speed limits, with speed adjusted appropriately to suit the road environment and prevailing weather conditions, to comply with the Australian Road Rules. The vehicle speed must be appropriate to ensure the safe movements of the vehicle based on the vehicle configuration.

## 6.5 HEAVY VEHICLE COMPRESSION BRAKING

Compression braking by heavy vehicles is a source of irritation to the community generating many complaints especially at early mornings and late evenings when residents are especially sensitive to noise.

In some instances compression braking is required for safety reasons however when passing through or adjacent to residential areas or isolated farmsteads a reduction in the speed of the vehicle is recommended to reduce the instances and severity of compression braking.

Due to the relative proximity to homes throughout the heavy vehicle route in Mudgee and the surrounding residents of Gulgong, drivers are requested to limit the noise created in this area as much as possible.

All heavy vehicle drivers operating by and for the Beryl Solar Farm Project are to ensure brakes are applied so as not to create excessive noise that could disturb local residents where possible. Compression braking throughout residential areas is only to be used if required for safety reasons.

## 6.6 HEAVY VEHICLE NOISE

The operating hours for transportation of construction materials under the Development Consent will be adhered to. These timeframes will be managed throughout the project to ensure compliance.

To reduce the impact of vehicle noise heavy vehicles waiting will have engines turned off.

## 6.7 LOAD COVERING

Loose material on the road surface has the potential to cause road crashes and vehicle damage.

All trucks and vehicles arriving at or departing from the Beryl Solar Farm Project whether loaded with material or not are required to have an effective cover on hand to cover the load for the duration of the trip if necessary.

All care is to be taken to ensure that all loose debris from the vehicle body and wheels is removed prior to leaving the site.

Drivers must ensure that following unloading that the tail gates are locked into place before leaving the site.

Site management is to monitor loose material on the side of Beryl Road and take appropriate action (removal or suppression) regularly.

## 6.8 VEHICLE DEPARTURE AND ARRIVAL

Vehicles travelling in close proximity can be of concern to other road users as well as increasing noise through or adjacent to residential areas. To alleviate public concern and increase road safety, all light vehicles leaving the site should be separated by a minimum five minute interval. Heavy vehicle departures will be staggered across a suitable timeframe to ensure safe travel. These expectations will be advised to the wider project team and delivery partners during the project based site induction.

## 6.9 CONVOYING

Scheduled arrivals to the site (except at the commencement of work for the day) when a driver becomes aware, through visual contact or two-way contact between trucks, that they will arrive at approximately the same time then they are to ensure that there is a suitable gap between waiting vehicles.

## 6.10 OVERTAKING

There is to be no overtaking of road registered vehicles by trucks or transport contractors while engaged by the Beryl Farm unless deemed safe and necessary by the professional driver. No overtaking of road registered vehicles by trucks or transport contractors will be permitted on the stretch of Castlereagh Highway between Mudgee and the Beryl Road turnoff and on Beryl Road itself.

## 6.11 MOBILE PHONES

Mobile phone is strictly prohibited for all drivers operating a motor vehicle unless a blue tooth hands-free kit is installed and utilized in the vehicles. This will be enforced to all site personnel and delivery partners during the site specific induction process prior to commencing on the project.

## 6.12 VEHICLE BREAKDOWNS

To ensure that traffic impacts are minimised in the event of a breakdown incident, rapid response from Downer and/or the subcontract company is required. Drivers must contact their respective manager who in turn will notify their Downer Representative and arrange maintenance requirements.

## 6.13 INCIDENTS, HAZARDS & NEAR MISSES

Road degradation dust and loose gravel from both light and heavy vehicles could be generated and would over time build up on the road surfaces, shoulders, intersections and at the entrance to the project site. These types of hazards should be monitored on a regular basis to ensure that it is not a hazard to motorists or nearby residents

Be aware that wildlife is prevalent along traffic routes, this is communicated to relevant parties through this document and through site and driver inductions.

All incidents, hazards and near misses, whether resulting in an injury or not, **MUST** be reported to your Downer contact person immediately. This includes incidents, hazards and near misses which have occurred on or while travelling to and from the Project site.

Toolboxes with the transport delivery partners and Site Personnel will be undertaken to outline the potential hazards of travel on the designated routes i.e. increased collision risks, damage to the road infrastructure, noise impacts and school zones.

## 7 PROTOCOL FOR INTERACTION WITH SCHOOL BUSES

---

The hours of school bus operation are approximately between 07:30am – 8:30am and 03:00pm - 04:30pm. All drivers are instructed to be aware of possible school bus movements during these periods. If a school bus is observed stopped beside a road, a 40 km/h speed limit applies to traffic passing a school bus that is setting down or picking up school children. This speed limit is for all traffic travelling in the same direction as the bus, whether the bus is stationary or moving.

Motorists are advised to:

- reduce speed to 40 km/h when bus lights are flashing;
- give way to buses ;
- watch for children crossing ;
- not merge too closely in front of buses;
- never park in or near a bus stop or bus zone.



Travel times for heavy vehicle trucks will be timed to predominantly avoid the school bus drop off and pick up time frames.

## **7.1 BERYL ROAD BUS STOP LOCATION**

The bus stop in the immediate vicinity of the project site is located on the corner of Beryl Road. This has been relocated as it was identified as a possible location where there could be interaction with site based vehicles.

## **7.2 DAILY BUS TIMETABLE**

It is recognised that school bus services run on Castlereagh Highway between Gulgong and Mudgee.

School buses are expected on Castlereagh Highway between the hours of 7.30am and 8.30am to account for the below bus stop services:

- Stop A2 – Corner of Fisher/Grevillea Streets – 7.56am
- Stop A4 – Corner of Wilbetree Road/Goree Land – 8.12am

The afternoon bus services will proceed along Castlereagh Highway between 3.30pm and 4.00pm with the below bus stop noted:

- Stop A2 – Radio 2MG, Mudgee – 3.45pm

These services travel in the opposite direction of incoming site based vehicles. Drivers are to take care when travelling through these areas, observing posted speed limits at all times, heavy vehicle travel will be scheduled to avoid these school bus pick-up and drop-off times where possible.

*Refer to Appendix 3 – Example daily vehicle movements.*

# **8 COMPLIANCE MEASURES & MONITORING**

---

## **8.1 PLANT AND VEHICLE**

Periodic inspections of site vehicles, heavy vehicles and mobile plant will be undertaken to ensure they are fit for purpose. Routine maintenance and servicing will be undertaken to eliminate potential breakdowns. Daily prestart records and vehicle logbooks will be reviewed and checked weekly.

## **8.2 SITE ACCESS ROADS AND PUBLIC ROADS**

Visual inspections of the site access roads, site entry and public road traffic route will be undertaken on a frequent basis. Observations will be recorded and where necessary action will be taken.

## **8.3 DRIVERS AND OPERATORS**

Site induction records will be viewed, copied and retained. Details of licences and tickets will be recorded in a matrix to monitor validity. For onsite plant operations a verification of competency will be undertaken by operators to ensure knowledge and skill to undertake the task.

## **8.4 HEAVY VEHICLE SITE ACCESS**

Data of daily heavy vehicle movements in to Site will be recorded and monitored to ensure alignment with the Development Approval.

# **9 ROUTE MANAGEMENT**

---

## **9.1 OBJECTIVE**

The objectives of this Route Management Plan combined with the Driver Code of Conduct are to:

- Ensure compliance with the conditions included under Traffic Management Plan;
- Encourage compliance and acceptance of the Drivers Code of Conduct by all drivers;
- Minimise the project based vehicle impacts on the community;
- Foster an understanding and awareness within the company of community expectations and legislative; requirements in regard to all vehicle movements;
- Protect and enhance public safety through compliance with relevant road rules;
- Increase OH&S understanding in relation to fatigue, vehicle operation in public areas and obligation to the general public.

## **9.2 COMMUTING OF PROJECT PERSONNEL**

As noted in the Project Traffic Management Plan, the majority of light vehicle traffic will travel from residential areas in both Gulgong and Mudgee. Peak travel times for this traffic will be between 6.00am to 7.30am and 5.00pm and 6.30pm as site personnel travel to site in preparation for the working day.

The intended travel route will be north out of Mudgee on Castlereagh Highway. Vehicles travelling from Gulgong will take the right hand turn on to Castlereagh Highway on the southern side of the township.

To reduce traffic to and from Site, Subcontractors shall provide transportation for personnel to site (e.g. buses). No personnel to bring private vehicles to site unless approved by Downer >24hrs notice. Off Site Parking approval is yet to be gained for a central pickup point for personnel (e.g. Showground Gulgong/ Mudgee). Designated transit location is yet to be determined and will be advised once confirmed in consultation with the Mid-West Regional Council. Sticker approval for vehicles/plant accessing the Site to maintain management of vehicle access.

As outlined in the Code of Conduct in Appendix 1 - Mobile phone use is strictly prohibited while operating a motor vehicle as enforced by law. Bluetooth and hands-free kits will be utilized for Downer personnel and advise to the project delivery partners will be forwarded.

Refer to Appendix 4 for construction phase estimated breakdown

## **9.3 FATIGUE MANAGEMENT**

### **9.3.1 SITE BASED PERSONNEL**

In alignment with the Zero Harm Compliance Guideline Working Hours and Fatigue Management:

- Unless under exceptional circumstances, work periods shall not exceed 12 hours.
- Any extension of this period shall require the approval of a senior manager and where possible alternative transport shall be arranged
- The monitoring of fatigue experienced by employees working extended hours shall rely not only on reporting by employees, but also on observation and assessment by line managers.
- Carpooling and bus management will be managed to ensure the drivers are within the 12 hour timeframe to ensure fatigue is managed

### **9.3.2 HEAVY VEHICLE DRIVER FATIGUE**

Fatigue is one of the biggest causes of accidents for heavy vehicle drivers. The Heavy Vehicle Driver Fatigue Reform was therefore developed by the National Transport Commission (NTC) and approved by Ministers from all States and Territories in February 2007.

The heavy vehicle driver fatigue law commenced in NSW in February 2016 and applies to trucks and truck combinations over 12 tonne GVM (however there are Ministerial Exemption Notices that can apply). Under the law, industry has the choice of operating under three fatigue management schemes:

- Standard Hours of Operation
- Basic Fatigue Management (BFM)
- Advanced Fatigue Management (AFM)

All heavy vehicle drivers operating by or for the Beryl Solar Farm Project are to be aware of their adopted fatigue management scheme and operate within its requirements.

### 9.3.3 JOURNEY MANAGEMENT

A risk assessment will be conducted for site based personnel undertaking RDO travel exceeding a 300 kilometre radius from the Project. Timely travel will be planned to ensure fatigue is managed within the 12 hour work day and where possible travel within daylight hours will be scheduled.

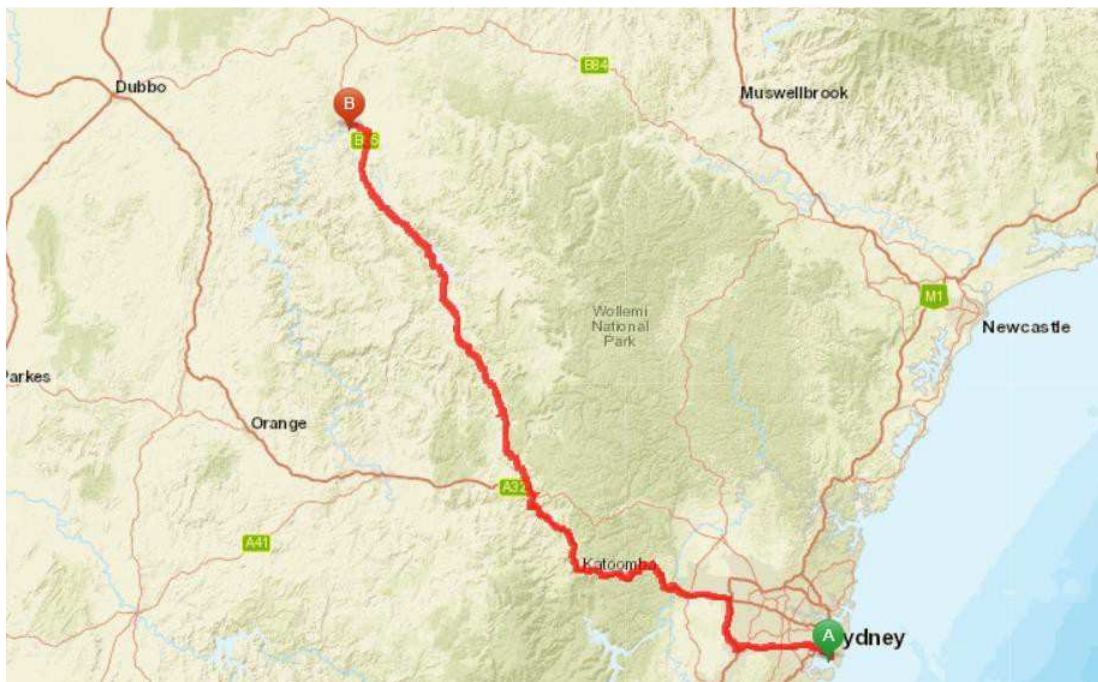
### 9.3.4 WEATHER AND SAFE DRIVING CONDITION ASSESSMENT

In the event of a substantial weather event contact with contractors, sub-contractors, staff and site personnel will be made to ensure safe travel to work is maintained. Close monitoring of proposed road works and traffic alerts will be undertaken by Downer and communicated to all Site based parties travelling on the effected routes.

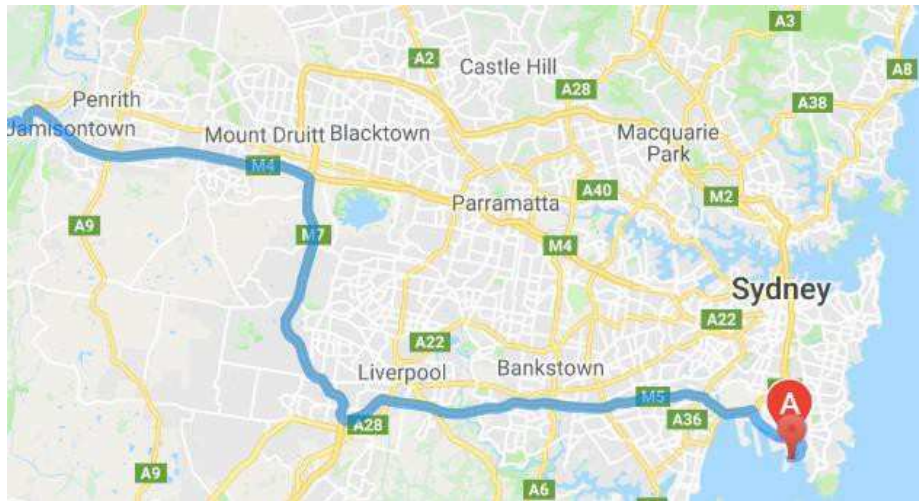
## 9.4 HEAVY VEHICLE ROUTE (PROPOSED)

Route to Site from Port Botany

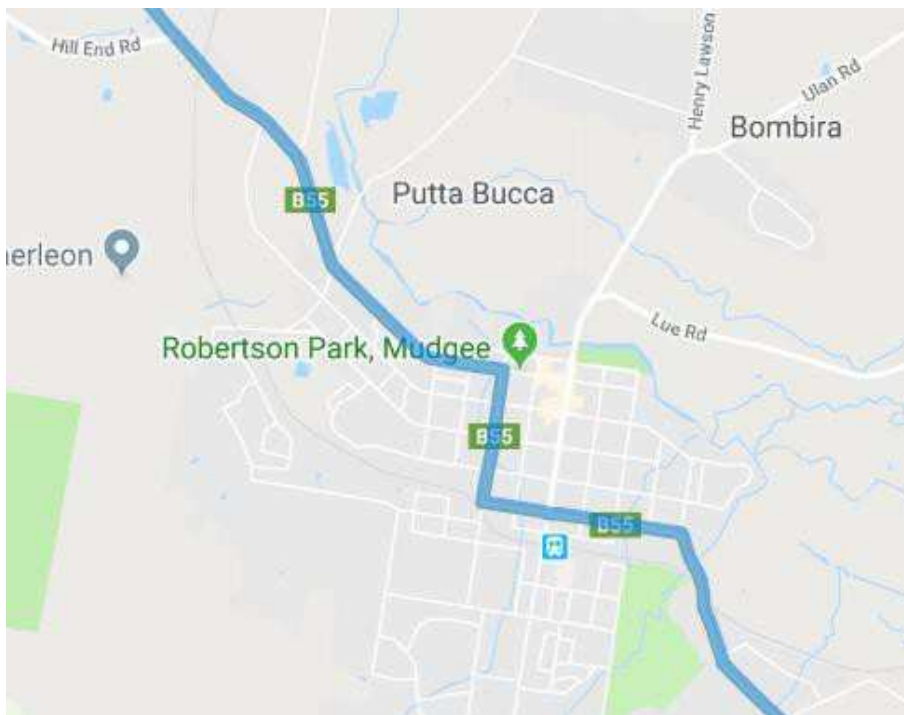
This route will be confirmed upon engagement of the freight forwarding delivery partner. Current proposed route from Port Botany to site will be:



Route from Port Botany out of Sydney is proposed as per below:

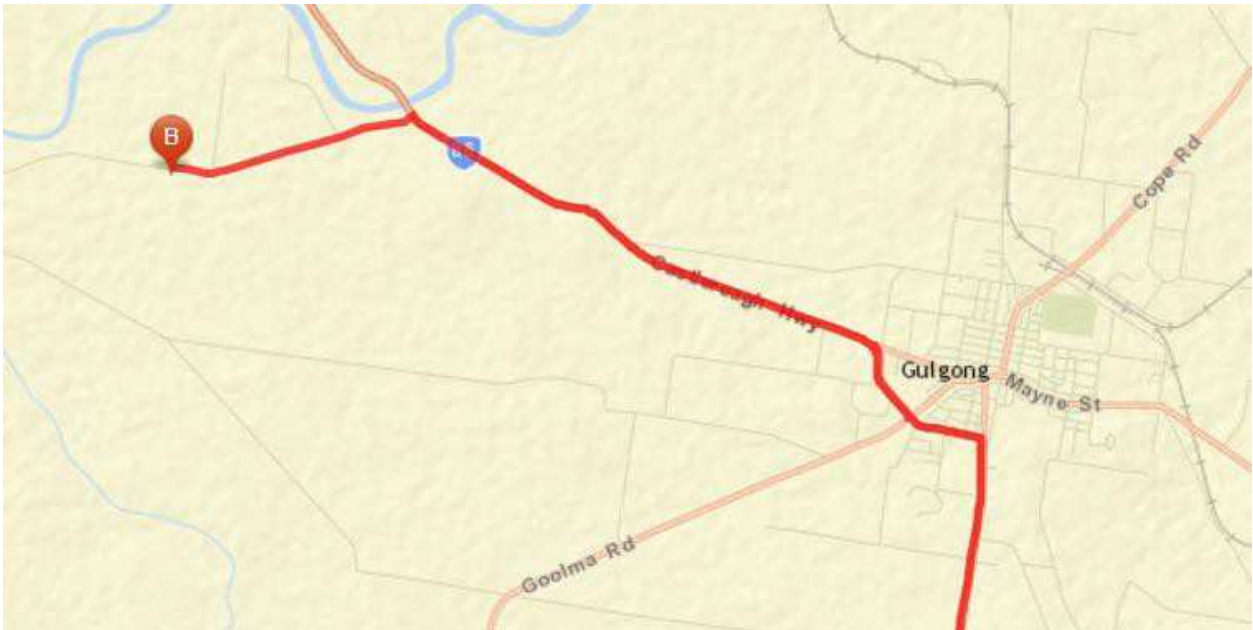


The route through Mudgee will be as per the designated heavy vehicle route (to be finalised prior to commencement).

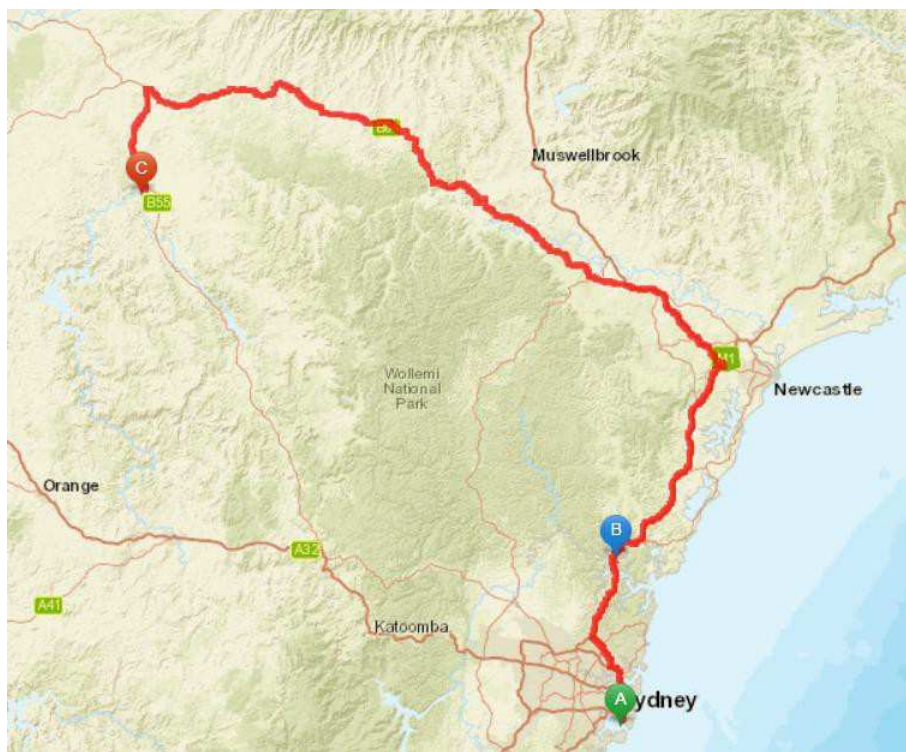


The route from Mudgee to Beryl Road will be as per the below map showing the northbound access to Beryl Road and the diversion around the main township centre of Gulgong.

**9.5 ALTERNATIVE ROUTE – Via Bruce Highway Northbound**



If the need arises to utilise this route, consultation with Mid-West Regional Council, Ulan Coal, Moorlarben Coal, Wilpinjong Coal (Peabody) will be undertaken to determine any possible conflicts. A route risk assessment will be conducted prior to this route being used.



## 9.6 BERYL ROAD ACCESS

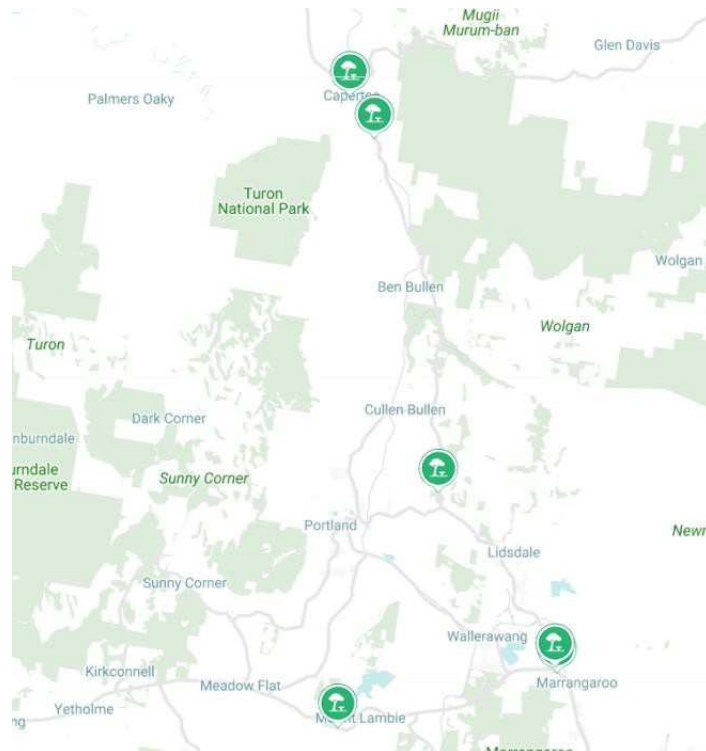
Heavy Vehicle access on to Beryl Road will be prioritised as north bound to utilise the sealed auxiliary left turn off Castlereagh Highway. Transport companies will be provided the site access map which will identify this travel route.



## 9.7 TRUCK DRIVERS LAY-OVER AREA

The Caltex service station at 36A Great Western Highway, Mount Victoria has been identified as a potential lay-over point for heavy vehicles. This stop is easily accessible by semi-trailer and offers ablution facilities, drivers' rest area, food and fuel.

The below map indicates suitable rest stop areas on Castlereagh Highway half way through the trip. These locations will be included in the Driver induction.



The below highlighted truck rest stops are approximately 36 kilometres from Mudgee.



## **APPENDIX 1 – DRIVERS CODE OF CONDUCT**

---

### **DRIVERS CODE OF CONDUCT**

This driver code of conduct applies to all personnel and any other person conducting business for the Beryl Solar Farm Project, whether a direct employee of Downer or employed by some other organisation providing a service or product to the Beryl Solar Farm Project

We are all members of the general community, so you are expected to comply with all the relevant legal requirements and accepted community standards whilst conducting your business. Whether you are an employee of Beryl Solar Farm Project or operate any service to the company, your behaviour on the road reflects upon the community reputation of the project and in this regard your full compliance with this Driver Code of Conduct is required.

### **PENALTIES AND DISCIPLINARY ACTION**

Failure to comply with this Driver Code of Conduct will lead to either the issue of a "warning notice" or "disciplinary action" if the offender is an employee of Downer. If the offending party represents another company then "disciplinary action" may be treated as suspension or cancellation of a service contract or arrangement with that company.

A warning notice may be issued for a number of reasons, which may include (but not limited to) if, you:

- Drive at excessive speed
- Abuse of other road users or customers
- Do not carry out instructions as advised
- Do not observe the site speed restrictions
- Do not report incidents, accidents or near misses
- Use of mobile phones and/or hand held devices

### **MOTOR TRAFFIC ACT**

As a driver you are required to know and comply with all road rules pertaining to your vehicle (whether standard passenger car, utility or heavy transport vehicle).

### **DRIVING LICENCE**

You must hold a current and valid driving licence for the class of vehicle that you operate. Additionally, you must always carry your current driver's licence with you while you are on duty. If your licence is cancelled or suspended, you must inform your supervisor immediately who will in turn inform project management immediately.

### **VEHICLE MINIMUM MAINTENANCE AND OPERATING CONDITION**

All vehicles must be maintained and operated in accordance with the vehicle manufacturers recommended standards (refer to vehicle manufacturer's handbook).

### **OCCUPATIONAL HEALTH AND SAFETY**

The health and safety of all people employed by (or working for) Beryl Solar Farm Project, and those visiting the project site, is of the utmost importance. As an employee of the project, or supplier or contractor to the project, you are required to adhere to the occupational health and safety legislation.

Generally this means that you must:

- Carry out your duties in a way which does not adversely affect your own health and safety or that of others;
- Cooperate with measures introduced in the interest of workplace health and safety, in particular follow OHS Standard Operating Procedures of the Downer Group;



- Attend all Health, Safety & Environmental training provided;
- Immediately report all matters which may affect workplace health & safety to your supervisor;
- Correctly use any information, training, personal protective equipment and safety devices provided;
- Not intentionally misuse or recklessly interfere with anything that has been provided for health and safety reasons;
- Only do tasks for which you have authorisation and/or have the necessary training, and for which all necessary safety arrangements are in place.

## ENVIRONMENT

Beryl Solar Farm Project is committed to protecting the environment and preventing air, water and noise pollution. As the operator of your vehicle, you are subject to environmental regulations relating to vehicle emission and product spill. You must understand and appreciate the seriousness of polluting the environment and the consequences of such events. If you are careless or neglect of your responsibilities, you can cause personal injury, loss of life, property damage, damage to the environment, and cause adverse publicity for the Project.

## NOISE CONTROL

Using engine brakes can be extremely noisy. If possible, you should not use engine brakes near residences and built-up areas. Generating excessive noise is an offence governed by relevant legislation.

## HIGHWAY COURTESY

The on-going reputation of the project depends very much on the way you drive your vehicle and courtesy that you extend to the community. The road is there to share and therefore, it is a project requirement that you display courtesy and restraint towards other road users.

## SPEED RESTRICTIONS

As a competent driver, you must always adjust your driving to the existing conditions. Speeding is the leading behavioural factor in deaths and serious injury on NSW roads. Speeding is not just driving faster than the posted speed limit, it includes driving too fast for the weather, light, traffic and road conditions.

Always follow posted signs as they provide vital clues to road conditions and characteristics. You should always apply the following rules:

- Always reduce your speed in wet conditions;
- Drive cautiously in low visibility;
- Descend hills in the lowest gear to suit the conditions;
- Always observe the special limits that apply for road works etc;

**DO NOT** exceed the posted maximum speed;

Always comply with school zone time speed limits and reduce speed when approaching a bus stopping/stopped.

Reduce speed from dusk to dawn in areas where nocturnal wildlife may be present. Do not use bright headlights as blinded animals cannot see the vehicle and do not move away from the road.

## SITE SPEED LIMITS

The Beryl Solar Farm project site has a general speed limit of 20 km/h with 10 km/h limits in designated areas. These limits are to ensure the interaction between personnel and vehicles are managed to minimise the risk of injury to all personnel.

Drivers are required to observe the posted speed limits and other traffic signage at all times. All incidents where drivers do not observe speed limits and other traffic instructions will be logged and investigated and where appropriate, disciplinary action will be taken.

## DEFENSIVE DRIVING

You should always drive in a manner that will help you to avoid an accident, despite incorrect/inappropriate actions of others or poor driving conditions. Defensive driving requires a high degree of anticipation.

## VEHICLE BRAKING

One of the most important single skills that a professional and competent driver possesses is bringing a loaded vehicle to a controlled stop both in the city and in open road conditions. You may need to brake heavily but you must also be aware of the possible consequences. As a rule, you should always be aware of traffic conditions 1 to 2 km in front of you. In doing so, you are adjusting your own driving conditions to avoid the need for heavy braking.

Always brake with care, remembering that the truck will react differently according to the weight of the load, weight distribution of the load and road surface condition. You should never, under any conditions, drive a vehicle with faulty or suspect brakes. You must always immediately report the fault to your supervisor to be repaired.

Engine brakes are auxiliary to the main service brakes. In general, the following should be observed regarding engine brakes:

**DO NOT** use the engine brake on slippery or wet surfaces

**DO NOT** use engine brakes in or near residences and built-up areas, as this causes excessive noise and is a public disturbance.

## TAILGATING

By law, you are required to maintain a gap between yourself and the vehicle directly in front of you, so that heavy braking will not be required. The gap is based on several factors including speed, vehicle weight, traffic congestion and road condition. During wet weather or other adverse conditions, the gap distance should be doubled.

- The legal distance for heavy vehicles in areas with limited streetlights is 60 metres
- A gap of 60 metres is approximately the same as:
  - The length of four (4) semi-trailer combinations;
  - Twelve (12) car lengths;
  - Four (4) seconds.

Always remember, appropriate gap distance between other road users is a key defensive driving tool.

## OVERTAKING/PASSING

Overtaking and passing should be done so only when necessary and in a careful and safe manner. There is to be no overtaking or passing within residential areas or on Beryl Road.

## MOBILE PHONES

Mobile phone is strictly prohibited for all drivers operating a motor vehicle unless a blue tooth hands-free kit is installed and utilized in the vehicles. This will be enforced to all site personnel and delivery partners during the site specific induction process prior to commencing on the project.

## ROAD HAZARDS

During most journeys that you take, there will be hazards on and near roadways. Always be alert for these hazards and make your adjustments as necessary.

Examples of hazards are:

- Rough/slippery surfaces;
- Flooded roads;
- High winds;

- Fog and smoke haze;
- Sunset and sunrise;
- Narrow or winding roads;
- Low wires or awnings;
- Low bridges, tunnels etc;
- Crossings, rail/people;
- Animals, pedestrians & cyclists (refer to Appendix 2 Bicycle Riders Safety)
- Underpasses and trees.

Be aware that your vehicle itself may become a road hazard when it is parked on a roadway, broken down or otherwise. In this circumstance, use portable warning signals, placing them 50-150 metres in front of and behind the vehicle, as well as at the side.

If your vehicle becomes bogged on site, make contact with your supervisor or site contact and do not attempt to retrieve your vehicle without approval and appropriate risk controls including a SWMS.

## **PARKING**

Avoid parking on or within one metre of the roadway. If this is not possible, make sure that you use the portable warning signs referred to above.

Always park your vehicle in a safe position. Make sure it can be seen and that it is as far away from the moving traffic as possible. If in doubt, leave your hazard lights on!

If you are transporting dangerous goods there are additional restrictions that affect you. Refer to the "Parking with Dangerous Goods" section of your manual.

## **REVERSING**

Try to avoid reversing whenever possible. If you cannot avoid it, use extreme caution. If you need to reverse while on the project site:

- Always use a spotter.
- Maintain visual contact with the spotter
- Maintain clear communications with the spotter
- If you need to reverse when not on the project site:
- Get out of your vehicle and check the rear surrounding area;
- Check clearances at sides, top and bottom;
- Constantly monitor mirrors for pedestrians or other traffic when reversing.

## **MATERIAL TRANSPORT**

Drivers are responsible for ensuring that all tail and side gates are properly secured and that there is no likelihood ropes, straps or chains dangling from the trailer.

Drivers of trucks hauling materials to and from the project site will ensure adequate separation between vehicles. No tailgating or formation of rolling convoys is permitted.

Drivers are responsible for ensuring that all loads are properly secured and/or covered and that there is no spillage or leakage of the load from the vehicle to the road surface.

Drivers are responsible to ensure the cleanliness of their vehicle and must inspect for the following:

Loose material, including but not limited to packing material, gravel, dirt, dust etc, may be likely to spill from the trailer platform and become a hazard to other drivers on the road.

Loose material (gravel, dirt or caked mud) likely to become dislodged from the underside of the vehicle, including wheel arches, and become a hazard to other drivers on the road.

## **APPENDIX 2 - HEAVY VEHICLE DRIVER FATIGUE NATIONAL REGULATION**

---

## APPENDIX 3 – EXAMPLE DAILY VEHICLE MOVEMENTS

The Total Vehicle movements will not exceed that outlined in SSD 8183 schedule 3 "Transport" section 1 (a) and (b) and the Times will be in accordance with schedule 3 "Amenity" section 16 (a) thru (c) inclusive.

<b>Draft Peak Daily Vehicle Timetable (IN)</b>			
<b>Time Period</b>	<b>Light Vehicles</b>	<b>Heavy Vehicles</b>	<b>Schedule of Work</b>
5.00 - 6.00	12	0	Mobilisation to Site
6.00 - 7.00	13	0	Pre-construction
7.00 - 8.00	5	0	Construction
8.00 - 9.00	5	0	Construction
9.00 - 10.00	0	2	Construction
10.00 - 11.00	0	4	Construction
11.00 - 12.00	0	4	Construction
12.00 - 13.00	0	4	Construction
13.00 - 14.00	0	4	Construction
14.00 - 15.00	0	2	Construction
15.00 - 16.00	0	0	Construction
16.00 - 17.00	0	0	Construction
17.00 - 18.00	0	0	Demob from Site
<b>Draft Peak Daily Vehicle Timetable (OUT)</b>			
<b>Time Period</b>	<b>Light Vehicles</b>	<b>Heavy Vehicles</b>	<b>Schedule of Work</b>
5.00 - 6.00	0	0	Mobilisation to Site
6.00 - 7.00	0	0	Pre-construction
7.00 - 8.00	0	0	Construction
8.00 - 9.00	2	0	Construction
9.00 - 10.00	2	2	Construction
10.00 - 11.00	2	4	Construction
11.00 - 12.00	0	4	Construction
12.00 - 13.00	0	5	Construction
13.00 - 14.00	2	4	Construction
14.00 - 15.00	2	1	Construction
15.00 - 16.00	0	0	Construction
16.00 - 17.00	12	0	Construction
17.00 - 18.00	13	0	Demob from Site

## APPENDIX 3 CONT. – HEAVY VEHICLE MOVEMENT

Note: These volumes are an estimate for construction of the Beryl Solar Farm

Phase	Purpose	Vehicle Type	Quantity (project duration)
Site Establishment	Site Buildings/Site Services	Semi-trailer	30
Site Establishment	Subcontractor Mobilisation	Semi-trailer/Low-loader	25
Site Establishment	General Deliveries	Semi-trailer/Flatbed	30
Site Establishment	Plant and Machinery	Semi-trailer/Tilt-tray	12
Site Establishment	Roads and Hardstands	Tip Trucks	350
Construction	Ops and Maintenance Building	Semi-trailer	5
Construction	Tracker Supply	Heavy Vehicle	275
Construction	Module Supply	Heavy Vehicle	555
Construction	Pile Supply	Heavy Vehicle	70
Construction	Inverter Supply	Heavy Vehicle	23
Construction	Cable Supply	Heavy Vehicle	35
Construction	Site Services Water/Fuel/Waste	Tanker	192
Construction	Rubbish Removal	Hook Truck	150
Construction	Electrical Equipment	Semi-trailer/flat-bed	60
Construction	General Deliveries	Semi-trailer/Flat-bed	100
Demobilisation	Site Buildings/Site Services	Semi-trailer	30
Demobilisation	Subcontractor Demobilisation	Semi-trailer/Low-loader	25
Demobilisation	Plant and Machinery	Semi-trailer/tilt-tray	12
Demobilisation	General Removal	Semi-trailer/Tilt-tray	30
Total Estimate			2,009

## APPENDIX 3 CONT. – VEHICLE MOVEMENT FORECAST

Timeframe	Phase	Light Vehicle	Construction Mini-Bus	Heavy Bulk Cargo Vehicle	Site Services	Waste Removal	Total LV	Total HV
Week 1	Establishment	20	0	10	2	0	20	12
Week 2	Establishment	25	0	12	2	0	25	14
Week 3	Establishment	30	0	12	2	0	30	14
Week 4	Construction	40	0	25	2	2	40	29
Week 5	Construction	50	0	25	2	2	50	29
Week 6	Construction	60	0	25	2	2	60	29
Week 7	Construction	60	0	30	2	2	60	34
Week 8	Construction	80	5	40	4	2	82	46
Week 9	Construction	100	5	50	4	5	105	59
Week 10	Construction	100	10	50	4	5	110	59
Week 11	Construction	150	10	50	4	5	160	59
Week 12	Construction	150	10	50	4	5	160	59
Week 13	Construction	150	18	50	5	10	168	65
Week 14	Construction	150	18	50	5	10	168	65
Week 15	Construction	150	30	50	5	10	180	65
Week 16	Construction	150	30	50	5	10	180	65
Week 17	Construction	150	30	50	5	10	180	65
Week 18	Construction	200	30	50	5	10	230	65
Week 19	Construction	200	30	50	5	10	230	65
Week 20	Construction	200	30	50	5	10	230	65
Week 21	Construction	200	30	50	5	10	230	65
Week 22	Construction	200	30	50	5	10	230	65
Week 23	Construction	200	30	50	5	10	230	65
Week 24	Construction	200	30	60	5	10	230	75
Week 25	Construction	200	30	60	5	10	230	75
Week 26	Construction	200	30	60	5	10	230	75
Week 27	Construction	200	30	60	5	10	230	75
Week 28	Construction	200	30	50	5	10	230	65
Week 29	Construction	200	30	50	5	10	230	65
Week 30	Construction	150	15	50	5	10	165	65
Week 31	Construction	150	15	50	5	10	165	65
Week 32	Construction	150	15	50	5	10	165	65
Week 33	Demobilisation	150	15	50	5	10	165	65
Week 34	Demobilisation	150	10	30	5	10	160	45
Week 35	Demobilisation	150	10	15	5	10	160	30
Week 36	Demobilisation	100	0	10	3	10	100	23
Week 37	Demobilisation	100	0	10	3	10	100	23

Notes: These are estimated breakdowns only / Daily Bulk Cargo movements will be scheduled for arrival on site between the hours of 8.00am and 3.00pm.

# DRIVERS CODE OF CONDUCT & ROUTE MANAGEMENT PLAN

Project - Beryl Solar Farm  
Project Document Number: 24120135-DOWNER-PLN-LG-0003\_0

## APPENDIX 4 – DOWNER CARDINAL RULES

**ZERO HARM**

# 10 CARDINAL RULES

**WORKPLACE RULES THAT WILL SAVE YOUR LIFE. ALL WORKERS HAVE AN OBLIGATION TO STOP AND REPORT UNSAFE WORK.**

- 1** **NEVER** WALK DIRECTLY BEHIND OR IN THE PATH OF A REVERSING VEHICLE
- 2** **NEVER** WORK AT A HEIGHT WITHOUT FALL PROTECTION
- 3** **NEVER** ENTER A DESIGNATED CONFINED SPACE WITHOUT TRAINING AND A PERMIT
- 4** **NEVER** BE UNDER A SUSPENDED LOAD
- 5** **NEVER** ENTER A DESIGNATED EXCLUSION ZONE WITHOUT AUTHORISATION
- 6** **NEVER** WORK ON PLANT AND EQUIPMENT WITHOUT VERIFYING ISOLATION, TAGGING AND TESTING
- 7** **NEVER** TAMPER WITH, REMOVE OR BYPASS ANY SAFETY DEVICE
- 8** **NEVER** OPERATE PLANT OR MOBILE EQUIPMENT UNLESS LICENSED/COMPETENT OR UNDER SUPERVISED TRAINING
- 9** **NEVER** OPERATE A VEHICLE WHILE USING A HANDHELD MOBILE PHONE OR WITHOUT WEARING A SEATBELT, WHERE FITTED
- 10** **NEVER** CONSUME OR BE UNDER THE INFLUENCE OF ALCOHOL OR NON-APPROVED DRUGS IN THE WORKPLACE

**BREACHES OF THESE RULES WILL PUT YOUR LIFE IN IMMINENT DANGER, WILL BE INVESTIGATED AND MAY RESULT IN DISCIPLINARY ACTION OR DISMISSAL.**

**Downer**  
Relationships creating success