

PLANT AND EQUIPMENT POLICY

Hardings Hotmix recognises that plant and equipment form its main infrastructure requirement. Hardings Hotmix is committed to providing and maintaining suitable plant and equipment. All plant and equipment owned and operated by the company, is managed in accordance with company and legislative requirements.

We achieve this by:

- Supporting the management of plant and equipment through the provision of appropriate human and financial resources that will result in a culture that:
 - fosters safe operation of plant and equipment
 - encourages reporting and communication of maintenance issues and faults
 - recognises the importance of maintaining and operating plant and equipment in accordance with safe practices
- Ensuring risks associated with plant and equipment are identified and controlled in accordance with legislative requirements. Review of hazards and risks will be undertaken in consultation with workers, with the intent to eliminate or minimise the hazards associated with the plant and equipment to a point that is as 'low as reasonably practical'.
- Ensuring all plant and equipment used in operations are manufactured, supplied and used in accordance with Australian Standards and legislative requirements.
- Ensuring suppliers of plant and equipment demonstrate compliance through the supply of relevant instructions, manuals, specifications and identification inspection requirements, that workers require to use and maintain the plant and equipment safely.
- Ensuring all safety features, warning devices, guarding, operational controls and emergency stops are in place, maintained and used in accordance with instructions and information provided by the supplier.
- Ensuring that where required plant and equipment have appropriate registration, accreditation or licencing,
- Ensuring all employees are:
 - provided with adequate and appropriate information, training and supervision to safely operate plant and equipment, including the provision of logbooks to learner operators to record training hours
 - only allocated tasks relevant to their skills, qualifications and competence
 - provided with details of the Plant Risk Assessment, so that they can safely undertake operations
- Identifying licencing and competency requirements for operators and ensuring assessments are booked in with Registered Training Organisations (RTO) in accordance with the company training plan.
- Ensuring plant and equipment is maintained and repaired by a qualified mechanic, in accordance with manufacturers' specifications, and inspection requirements.
- Maintaining detailed records of maintenance, and repairs carried out on plant and equipment.
- Ensuring operators complete prestart safety checks daily for relevant items of plant and equipment, noting required maintenance and submitting the form in accordance with the Plant Maintenance Procedure.
- Ensuring employees are trained in the correct isolation and tag out procedure for plant and equipment, in order to protect themselves and others in the workplace.



Nic Broomhall
Chief Executive Officer

HHIMS-POL004	Plant and Equipment Policy	Version: 11	Page 1 of 1
Approved: 20 July 2021		Review Due: July 2023	