



Travel Management Policy

RiE promote the safe use of vehicles by operators (Drivers) and passengers on roads and client sites. The RiE Travel Management Policy defines the requirements for the management of vehicle safety and road transportation. The requirements set out in this policy define the minimum requirements to:

- Develop project-specific procedures to identify, manage and control on and offsite hazards
- Establish guidelines and responsibility for project site conditions
- Establish fatigue guidelines for operators and passengers
- Establish inspection and maintenance guidelines

This Policy does not supersede any Local, State or Federal regulations or requirements regarding the operation of motor vehicles.

RiE will ensure that vehicles supplied are serviceable, fit for purpose and maintained and repaired in the compliant condition. Additional safety features, such as ROPS and IVMS shall be utilised where required. Employees shall be provided with competency based training for vehicle use.

All employees and subcontractors shall to ensure that:

- Journeys are only undertaken as necessary in accordance with journey management plans
- Vehicles used for travel are fit for purpose and inspected prior to use
- Loads are properly secured and within the vehicle load limits
- Communication provisions are appropriate for journey
- Road rules, client and company requirements are adhered to at all times
- Safety devices, including IVMS, are utilised correctly

A handwritten signature in blue ink, appearing to be 'Jamie Short'.

General Manager: Jamie Short

Date: 10 August 2016