

Tranz Logistics Safe Driving Plan

(To be used for any return journey over 500km)

Date:						
Consignor:						
Consignee:						
Consignee Address:						
Pick Up Location:						
Drop off Location:						
Subcontractor name and address:						
Vehicle Details: <small>(NB. Make/Model applicable to subcontractor, unit)</small>	Prime Mover/ Body Truck Registration:		A Trailer Registration:		B Trailer Registration:	
	Make and Model:					
Planned Non Driving work time:	Hours:		Actual Non Driving work Time:	Hours:		
Planned Driving Time:	Hours:		Actual Driving Time:	Hours:		
Planned Rest Time:	Hours:		Actual Rest Time:	Hours:		
Planned total trip time:	Hours:		NB. Estimated Journey Time has taken into account non driving work tasks including loading and unloading schedules and queuing times.			
Actual Start Date & time:			Actual Finish Date & Time:			
<i>Monitoring of the task will occur by way of, but not limited to, GPS tracking and auditing of logbooks, timesheets and consignment notes.</i>						
Driver Declaration – driver to complete					YES	NO
Is your driving licence current for the class of vehicle outlined above?						
Have you got the route assessment for this journey?						
Have you completed a pre-trip inspection of your vehicle and reported and rectified any defects likely to affect its safe operation?						
Are you free from the effects of alcohol and /or drugs (prescription or otherwise) that would impair your ability to work or drive? (Refer to Tranz Logistics Policy if clarification required)						
Are you fit to perform the allocated tasks?						
Have you completed the training relevant to the road transport services which you are providing?						
What fatigue management program are you working under?						
Tick relevant box below:						
SDH <input type="checkbox"/> BFM <input type="checkbox"/> AFM <input type="checkbox"/>						
<u>NB.</u> You must take a break as per your program and/or in accordance with the nominated rest facilities and amenities.						
NB. Should you the driver answer 'No' to any of the Driver Declaration above you are required to report this immediately to Tranz Logistics Manager/Supervisor for further instructions.						
<i>Bottom section of this form to be reviewed and completed following completion of delivery.</i>						
Log Book Checked		Driver Worksheet Checked		GPS Checked (if installed)		
In the event of a mechanical failure and/or delays etc. please contact the despatching OneSteel site.						
<i>This Driving Plan is provided to you as a guide to manage your personal fatigue. Rest periods must be taken in accordance with National Driving Regulations. If at any time you are requested to perform a task that will take you outside your legal operating limits (hours/days) it is your responsibility and duty of care, to notify Tranz Logistics relevant Manager/Supervisor that you are unable to perform that task. If you feel fatigued or unwell during a trip and need to make a unscheduled stop for rest that will affect the ETA, you must contact OneSteel immediately to advise of this unplanned stop to allow operations to reschedule ETA with customer. No matter how urgent the freight task, if you are tired or unwell YOU STOP.</i>						
Variation to plan comments (see reverse for more space):						
Driver's Name, Signature, & Date (this plan is true and correct):						
Return this plan to Tranz Logistics Manager/Supervisor as soon as practicably possible or no later than 48hrs after journey is completed.						
Tranz Logistics Manager/Supervisor's Name, Signature, & Date:						

