



## PLANT MAINTENANCE POLICY

Policy number	2019-1/8	Version	Rev 1.1.1
Drafted by	Leigh Canet	Approved by MD	30/03/2020
Responsible person	Leigh Canet	Scheduled review date	30/3/2021

### Introduction:

Membrey's Transport & Crane Hire is committed to ensuring the provision of properly maintained equipment for its employees so to provide a healthy and safe working environment.

Management and employees must always agree that they will co-operate to ensure that servicing and safety checks of machinery under their control are carried out in accordance with monthly service requirements, Crane-safe (annual) and manufacturers specifications.

This commitment is as follows:

1. Membrey's Transport & Crane Hire employs a highly qualified diesel fitter/mechanic and has mobile and full workshop facilities for the maintenance and repairs of our entire fleet.
2. Under the Vic Occupational Health & Safety Act 2004 section 35, the company will employ only suitable qualified and competent operators, whose experience and competencies shall be properly checked prior to employment.
3. All Plant Operators are required to complete the Daily and/or Weekly Safety checklist for equipment under their control.
4. Ensure adherence to manufacture's maintenance schedule and engage only qualified and competent personnel to carry out the maintenance requirements.
5. Operators are required to perform a daily service and inspection upon commencement of work.
6. All cranes are subject to the Crane-safe 12 monthly full inspection to comply with industry standards.

Employees and sub-contractors, through the internal safety induction, should agree that they will be aware of their obligations and responsibilities, not only to their own safety but to the safety of others on the site by ensuring that the Company requirements as to servicing and maintenance are achieved.

Safety training and staff inductions are to be an integral component of our policy. All employees are encouraged to gain additional qualifications and request any training they may think necessary to carry out their duties in a safe manner.

Craig Membrey

Managing Director:  
Membrey's Transport & Crane Hire Pty Ltd

Issue Date: March 2020