



Chain of Responsibility Policy

Effective Date: 22 September 2025

Alkira Transport acknowledges the Traditional Custodians of the lands on which we operate, and we pay our respects to Elders past and present. We recognise and celebrate the continuing connection of Aboriginal and Torres Strait Islander peoples to land, waters and community.



Purpose

Alkira Transport acknowledges its duty and obligation under the Heavy Vehicle National Law (HVNL) to ensure compliance with all requirements relating to:

- Load restraint
- Mass and dimension limits
- Fatigue management
- Vehicle maintenance and roadworthiness
- Speed management
- All other factors relating to safe transport operations

In addition, Alkira Transport recognises its duty of care under workplace health and safety law to provide a safe environment for all employees, contractors, and road users.

All employees, contractors, and drivers have a duty of care not to do anything illegal or unsafe which may cause harm to themselves, their colleagues, our customers, or the public.

Principles

Alkira Transport commits to the following principles:

1. Resources & Support
 - Provide all necessary resources – including people, facilities, equipment and training – to ensure compliance with the HVNL.
 - Ensure managers and supervisors are trained and competent in CoR compliance.
2. Fatigue Management
 - Schedule drivers to comply with Standard and Basic Fatigue Management work and rest hours.
 - Monitor work diaries, GPS data, and fuel receipts to verify compliance.



- Support drivers in managing fatigue and ensure they are not pressured to drive while tired.
3. Load Restraint & Mass
- Provide induction training in load restraint for all new drivers and contractors.
 - Conduct refresher training where non-conformances or incidents are identified.
 - Require accurate information from customers about freight to ensure legal mass and dimension compliance.
4. Training & Communication
- Conduct regular toolbox talks to share safety updates and reinforce responsibilities.
 - Provide risk assessment information so staff can recognise hazards and respond appropriately.
 - Ensure contractors and suppliers are aware of their CoR obligations.
5. Monitoring & Performance
- Evaluate driver performance regularly, using performance improvement strategies where required.
 - Maintain accurate and auditable records of schedules, driver hours, maintenance, and training.
 - Conduct internal reviews of business practices to confirm compliance.
 - Engage independent audits to assess and validate compliance with CoR requirements.

Responsibilities

- Directors & Management – Provide leadership, resources and oversight of CoR compliance.
- Schedulers & Operations Staff – Ensure work plans and delivery schedules are safe, achievable and lawful.



- Loaders & Packers – Correctly load and restrain freight in line with the *National Load Restraint Guide*.
- Drivers – Comply with fatigue management rules, vehicle safety checks, and all traffic laws. Report hazards immediately.
- Customers & Suppliers – Provide accurate load details and cooperate in ensuring safe and compliant transport.

Breach of Policy

Failure to comply with this policy may result in disciplinary action, contract termination, or regulatory reporting. Serious breaches of CoR obligations can attract significant legal penalties for both individuals and Alkira Transport.

Continuous Improvement

Alkira Transport will:

- Review this policy annually, or after any significant incident or legislative change.
- Maintain training and awareness programs.
- Implement corrective actions from audits, inspections or incidents.

Approved By: Alkira Transport CEO