



# TruckSafe Standards

## TruckSafe Maintenance Standards

### **B.1 Daily Check.**

The Operator shall establish, implement and maintain procedures for the performance and recording of Daily Checks on vehicles.

The Daily Check is a visual inspection of the vehicle for roadworthiness to the limits of the documented inspection. The inspection shall be carried out at least once every calendar day in which the vehicle is in use preferably before the start of the day's work.

The person completing the Daily Check shall certify that the vehicle is roadworthy to the limits of the inspection. Any faults found during the Daily Check shall be documented in the vehicle Fault Report held in the hauling and/or trailing vehicle.

### **B.2 Fault Recording and Reporting.**

The Operator shall establish, implement and maintain documented procedures for the recording and reporting of faults.

Faults shall be recorded as soon as practicable after detection. Where hauling or trailing vehicles are reconfigured during any one-calendar day the driver of the new configuration shall, prior to use, conduct a fault check of the new configuration and document any current faults, including any relevant deferred or monitored faults.

### **B.3 Fault Repair.**

The Operator shall establish, implement and maintain documented procedures that provides for a reported fault to be assessed as to its nature, the repair to be assigned a priority and the repair to be undertaken.

A fault can be deferred for repair and/or monitored, provided it is not a major or safety related fault.

Records of monitored faults, deferred and completed repairs shall be kept.

### **B.4 Scheduled Maintenance.**

The Operator shall establish, implement and maintain documented procedures for scheduling, performing and recording the periodic maintenance and Roadworthiness Compliance Inspection of the vehicle.

The inspection, and or maintenance / repair of the vehicle shall be undertaken by a person, or maintenance provider having suitable qualifications or experience to competently perform the specified tasks.



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Records of completed maintenance and roadworthiness compliance inspections shall be kept, including the vehicle's roadworthiness assessment received within six (6) months prior to entry into the scheme.

### **B.5 Maintenance Records and Documentation.**

The Operator shall establish implement and maintain procedures to manage the issue of documents, and to manage and maintain records that relate to the requirements of the Maintenance Management Standards.

### **B.6 Maintenance and Responsibilities.**

The Operator shall establish, implement and maintain procedures, which define the authority, responsibility and the interrelation of personnel who manage, perform and verify the operation of the Maintenance Management System.

### **B.7 Maintenance and Internal Review.**

The Operator shall establish, implement and maintain procedures for planning and conducting Quarterly Compliance Reviews and Annual Reviews of the Maintenance Management System.

The purpose of the Quarterly Compliance Review is to verify and monitor the operation of the Operators established system and report on the key indicators.

The purpose of the Annual Review is to determine the effectiveness and Continuous Improvement of the operator's established system and to determine any required improvement and/ or amendments.

Records shall be kept of Internal Reviews, non-compliance's and Corrective Actions taken, and any changes to the operator's established system.

### **B.8 Maintenance, Training and Education.**

The Operator shall establish, implement and maintain procedures for the training and education of personnel involved in the operation of the Maintenance Management System Personnel performing specific assigned tasks shall be qualified on the basis of appropriate skills, education, training and/ or experience as required.

Appropriate records of training and education shall be maintained.