



Procedure

165 - Maintaining of Vehicles and Mobile Equipment OTML

Key Control Data Sheet

Procedure Number: RSK-PRO-KCD-165

Scope of Application: Ok Tedi Mining Limited

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Document Owner: Manager – OHS & Training

Why is the Control Important – Vehicles and other mobile equipment (including light and heavy vehicles, forklift trucks, mobile cranes etc.) that are regularly inspected and maintained in accordance with the manufacturer's specifications, by people who are competent in these requirements, are critical in preventing equipment failures (e.g. mechanical systems, tyres) which may result in a vehicle accident.

Exemption – No exemptions permitted.

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Operational Requirements**1. Performance Metrics**

OTML-owned vehicles and mobile equipment (including light and heavy vehicles, forklift trucks, mobile cranes etc.) are subject to a planned maintenance and inspection program in accordance with the manufacturer's specifications and which includes mechanical systems, electrical systems and tyres.	Contracting companies distributing OTML products, using their own vehicles, are able to demonstrate a planned maintenance and inspection program is in place for their vehicles.
Maintenance and inspection schedules for OTML-owned vehicles and mobile equipment are listed in, and tracked by, the site maintenance management system.	Hire / rental vehicles and mobile equipment are sourced from reputable companies who are able to demonstrate a planned maintenance and inspection program is in place for their vehicles and mobile equipment.
Private companies or individuals, supplying vehicles for OTML use, are able to demonstrate a planned maintenance and inspection program is in place for their vehicles.	Private companies or individuals, supplying vehicles for OTML use, are able to demonstrate a planned maintenance and inspection program is in place for their vehicles.

2. Utilisation

Required for all vehicles and mobile equipment driven on private or public roads, including OTML-owned vehicles, contractor-owned vehicles distributing OTML product and hired vehicles under OTML control.

3. Safety Critical Defeat Requirements

No defeat permitted.

4. Testing & Verification

Records of maintenance and inspection of OTML-owned vehicles and mobile equipment must be audited as part of the annual auditing cycle.

Records of maintenance and inspection of contracting company vehicles and mobile equipment must be audited as part of the contract review process.

Maintenance performance and capability of organisations providing hire / rental vehicles for OTML use must be assessed as part of the contract review process.

5. Maintenance

OTML-owned vehicles and mobile equipment must be inspected and maintained in accordance with the established program.

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6. Training & Competency

People performing maintenance or inspection activities on vehicles or mobile equipment must be competent in the required tasks. Other than pre-start inspections, drivers of vehicles or mobile equipment must not perform maintenance tasks.

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Task Requirements

The following are the key day to day requirements operators/maintainers and supervisors must follow to ensure the control is being used correctly.

1. Task Requirements

No.	Supervisor	Operator/Maintainer
1	Provide competent resources (either OTML-employed or external service provider) to maintain and inspect OTML-owned vehicles and mobile equipment.	Carry out maintenance and inspection activities on vehicles or mobile equipment only if competent in the required tasks.
2	Verify the maintenance and inspection schedules for all OTML-owned vehicles and mobile equipment are listed in the site maintenance management system.	When performing vehicle or mobile equipment maintenance tasks, comply with the manufacturer's specifications for component replacement based on wear limits or service life.
3	Verify that vehicles and mobile equipment have been inspected and maintained in accordance with the established program.	

2. Skills Requirements

No additional requirements.

3. Permits

No additional requirements.

4. Task Specific PPE Requirements

No additional requirements.

5. Special Task Related Tooling

No additional requirements.

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Design Requirements**1. Design Standard**

Not applicable.

2. Safety Parameters

Vehicle or mobile equipment component wear (e.g. tyres, brakes etc.) must be monitored as part of the maintenance and inspection program and not be allowed to exceed the limits specified by the equipment manufacturer.

3. Design Life

Service life of vehicle or mobile equipment components must be in accordance with the manufacturer's recommendations.

4. Safe Separation

Not applicable.

5. Special Requirements

No additional requirements.