

1. Purpose

The purpose of this policy is to ensure that all vehicles, trailer and specialist equipment operate on the road safely, within the law and with consideration of the environment.

2. Scope

Haughley Block Plant Ltd has this policy and supporting procedures in place to inspect, service and repair vehicles, trailers, and specialist equipment. The policy and supporting procedures shall include information on:

- Effective management and supervisory responsibilities
- System for both planned and unplanned maintenance
- Maintenance to achieve optimum environmental and performance standards
- Walkaround checks and defects reporting
- First use inspections, including hire vehicles (where applicable)
- How safety critical defects and prohibitions are managed and investigated
- How unroadworthy vehicles are removed from service
- How unroadworthy vehicles are brought back into service when passed fit

The inspection maintenance plan shall be in place that includes all vehicles, trailers and specialist's equipment in scope of FORS accreditation

The inspection and maintenance plan shall include a minimum of 15 months history and 6 months forecast:

- MOT and statutory annual tests
- Safety Inspections
- First use inspections
- Maintenance and servicing
- Brake test
- Calibration tests
- Lifting Operations and Lifting Equipment Regulations (LOLER) and Provision and Use of Work Equipment Regulations (PUWER) Inspections
- Any remedial work required, or repairs carried out

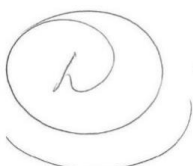
The inspections and maintenance plan shall be supported by individual vehicle maintenance records. It shall be reviewed and updated when any vehicles, trailers or specialist equipment are changed. Examples include:

- Speed limiters
- Digital and analogue tachograph units
- Carrying equipment such as tanks, hoppers, mixers, and refrigeration units
- Lifting equipment such as cranes, winches, skip loaders, tipping bodies and tail lifts
- Accessibility equipment, such as ramps, lifts, rails, and anchors

Haughley Block Plant will have a formal contract with an external vehicle maintenance providers. This includes tyre services, vehicle recovery operators and bulk fuel providers. The providers will be vetted with accordance to the FORS requirements and are required to be a minimum FORS Bronze in order to be accepted to work with our company vehicles.

Liam Clear
 Managing Director
 Haughley Block Plant Ltd

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