

Chain of Responsibility Plan

SAMPLE

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Chain of Responsibility Plan

1. Purpose, Scope and Objectives

This Chain of Responsibility (CoR) Plan sets out how [Company Name] will manage and discharge its primary duty of care and specific obligations under Chain of Responsibility and work health and safety (WHS) legislation.

The purpose of this Plan is to:

- Identify and control risks arising from transport activities and related operations.
- Clarify roles, responsibilities and accountabilitys for all parties in the supply chain.
- Establish practical procedures to ensure that commercial arrangements do not encourage or reward unsafe practices.
- Provide a framework for training, supervision, monitoring and continual improvement.

This Plan applies to all operations where [Company Name] influences or controls transport activities, including but not limited to:

- Road transport and logistics
- Warehousing and distribution
- Mining and resources haulage (on road and, where relevant, mine site roads)
- Manufacturing and production despatch and receivals
- Farming and agricultural transport (produce, livestock, inputs and equipment)
- Building and construction materials and equipment movements

It applies to all workers, including:

- Employees (full-time, part-time, casual)
- Contractors and subcontractors
- Labour hire workers
- Apprentices and trainees
- Volunteers (where applicable)

Objectives

The objectives of this Plan are to:

- Prevent fatalities, injuries, illnesses and property damage arising from transport and logistics activities.
- Ensure compliance with applicable CoR, WHS and road transport legislation.
- Integrate CoR risk management into everyday business processes, contracts and commercial decisions.

- Demonstrate due diligence and reasonably practicable efforts to manage risks.

2. Legislative and Standards Framework

[Company Name] will manage Chain of Responsibility in line with relevant legislation, regulations, Codes of Practice and industry standards, including (as applicable in the jurisdiction of operation):

- Heavy Vehicle National Law (HVNL) and associated regulations
- Road Traffic and road transport legislation
- Work Health and Safety Act and Regulations (state/territory specific)
- Fatigue management and work/rest hours requirements
- Load restraint requirements and Codes of Practice
- Dangerous goods and hazardous substances transport requirements
- Building and construction transport guidelines and codes (e.g. concrete, steel, prefabricated components)
- Mining and resources transport guidelines for on-road haulage

[Company Name] will monitor changes in legislation and standards and update this Plan and related procedures as required.

3. Definitions

For the purpose of this Plan, the following definitions apply.

- **Chain of Responsibility (CoR):** The legal framework that extends liability for offences beyond the driver to all parties who influence or control transport activities.
- **Part of the Chain:** Any person or business who has a role in road transport activities, including consignor, consignee, packer, loader, scheduler, operator, employer, prime contractor and loader/unloader.
- **Transport Activity:** Any activity associated with the use of a heavy vehicle or other commercial vehicle, including consigning, packing, loading, unloading, scheduling, operating or receiving goods.
- **Reasonably Practicable:** What could reasonably be done at a particular time to ensure health and safety, taking into account the likelihood and severity of harm, what is known about the risk and controls, and the availability, suitability and cost of controls.
- **Heavy Vehicle:** As defined under relevant road transport law (e.g. a motor vehicle or combination with a gross vehicle mass at or above the prescribed threshold).

4. Roles and Responsibilities

4.1 Officers (Directors, Senior Leaders)

Officers must exercise due diligence to ensure [Company Name] complies with its CoR and WHS duties. This includes taking reasonable steps to:

- Acquire and keep up-to-date knowledge of CoR and WHS obligations.
- Understand the operations and associated transport risks in sectors such as transport, warehousing, mining, manufacturing, agriculture and construction.
- Ensure [Company Name] has appropriate resources and processes to manage CoR risks.
- Verify that CoR and WHS processes are implemented, monitored and reviewed.

Checklist for Officers:

- Receive regular CoR/WHS performance reports
- Review serious incident investigations and corrective actions.
- Approve and review CoR policies, procedures and budgets.
- Participate in CoR/WHS training and briefings.

4.2 Managers and Supervisors

Managers and supervisors are responsible for implementing this Plan in their areas of control, including transport, fleet, warehousing, production, site operations, farming and project sites.

They must:

- Ensure work is planned and resourced so that CoR and WHS requirements can be met.
- Verify that rosters, schedules and loading plans are achievable without breaching fatigue, speed, mass, dimension or load restraint requirements.
- Ensure workers and contractors are competent, trained and supervised.
- Monitor compliance with this Plan and take prompt action on non-conformances.
- Consult with workers and contractors on CoR and WHS matters.

4.3 Workers (Drivers, Loaders, Warehouse Staff, Operators)

Workers must:

- Take reasonable care for their own health and safety and that of others.
- Comply with [Company Name] policies, procedures and lawful instructions.
- Accurately record work and rest hours where required.