



Parks and Regions Group – Safety Bulletin

Number 27, 2017

Welcome to the 27th edition of the Safety Bulletin for the Parks & Regions Group. This bulletin is produced on behalf of the Group's Workplace Health and Safety Committee, keeping staff updated on new workplace safety initiatives, the theme of the quarter and other information in regards to workplace safety.

*"Safety within the Group is vital and improving safety to all Group staff is of highest priority.
Look after your workmates!"*

Quarterly Theme – Quad bikes, motorcycles and light utility vehicles

"Anyone who believes that they have common sense has simply forgotten who taught them what they know." – Alan Quilley

A new procedure was developed in 2016 governing the use of quad bikes, motorcycles and light utility vehicles (LUVs) and [can be accessed on iShare](#).

This procedure introduced a number of operational requirements in relation to these vehicles and it is important that staff who operate these types of vehicles - as well as their managers - understand their obligations and are fully compliant.

A key strategic change is that the Department has committed, in the longer term, to remove quad bikes from our operations. DEWNR has commenced the first step of this plan, namely stopping the purchase of quad bikes and transitioning to safer alternatives such as LUVs.

In the interim Quad bikes that are still being operated by DEWNR employees must be fitted with crush protection devices (CPDs) that, in the case of a rollover, reduce the risk of the quad bike pinning the rider underneath. Similarly, LUVs are required to have rollover protection and seatbelts fitted. All non-compliant vehicles must be removed from use.

A speed limit of 40 km/h applies to quad bikes and LUVs (and to motorcycles being used off road) and a speedometer should be fitted to these vehicles to indicate their speed to the operator. Staff need to be aware of this requirement as compliance with the procedure will be monitored. Some business units have purchased LUVs that are governed to the above limit; the procedure does not mandate fitting of governors but it is considered a good practice.

Helmet use has been formally mandated in the procedure. Helmets must meet the Australian Standard for motorbike helmets, but the choice of style of helmet is generally left to the discretion of riders depending on the activity, weather conditions and any local procedures. However, the use of a full face off road helmets is strongly encouraged for all quad bike use, and some Regions may have local procedures which require this. The procedure also sets out that helmets are not to be assigned to riders as a 'loan pool' item; they are personal protective equipment issued to individual riders.



Staff who use these types of vehicles must hold the appropriate vehicle licence and receive training prior to use; refresher training must be provided every 5 years. Records must be maintained in CHRIS 21 for all training.

In relation to training, as has always been the case, if staff have an 'incident' during training, such as falling off a quad bike, the incident must be reported via HIRM and the line manager contacted. Riders should be assessed for their ability to continue and if any doubt arises should rest or seek medical advice so as to not aggravate any injury.

If you are using a DEWNR vehicle for training it should be carefully checked to ensure it is in a safe condition and to assess its suitability for all training exercises. A factor to consider is the size/capacity of the vehicle; if there is any concern over the use of a particular vehicle, please discuss this with the trainer or a manager prior to undertaking the training or exercise.



During training it is expected that the training providers will ensure that: speed limits are adhered to, riders are wearing suitable PPE (including a helmet), and that quad bikes/LUVs have a suitable crush protection device/roll-over protection system installed.

Managers should also carefully consider the procedure's requirement for induction into the tasks that are to be performed. This is required for all new staff, existing staff undertaking a specific job or task for the first time, and those unfamiliar with the terrain or equipment to be used. The induction must be thorough and those providing it must have clear direction and understanding of what they need to convey or demonstrate to the inductee. Remember that, as an inductee, this is the best time to question and clarify anything you are uncertain about.

Accidents can occur during the most routine tasks. To help prevent this from occurring, loads on carriers should be properly secured to prevent shifting during transit and diverting a rider's attention from operating their quad bike, motorbike or LUV. In one recent incident, (see photo above) failing to secure a load properly appears to have contributed to a quad bike rollover - a rider reached around with one hand to check/stabilise an item in the rear rack and subsequently lost control of the quad bike.

Riders should also consider not only the total weight to be carried, but also its distribution - especially if using the front rack consider if anything will obstruct the view ahead. Also consider how items being carried should be stored and secured to prevent accidental spillage and/or movement; 1080 baits particularly need special consideration to prevent any spillage or loss during transit.

The importance of a pre-ride check cannot be overstated and should be completed daily. Close attention must be paid to tyre pressures; check the tyre placard on the vehicle and have a good quality, low-pressure tyre gauge handy. These vehicles are especially sensitive to under and over-inflation of their tyres; a tyre gauge should be used initially and walk around checks should be undertaken periodically during the day.



When working in remote and or isolated situations always carry reliable communication equipment and ensure call-in procedures are in place. Communication and equipment requirements are set out in the [Remote and Isolated Work Procedure](#) and must be adhered to at all times. Carefully consider if there are any dead spots or what would happen if you were knocked out or trapped. Managers and riders both have responsibility to ensure that the operator is properly equipped and rescue arrangements are in place in a worst case scenario.

Lastly, as a rider or operator of these vehicles, remember that it is important to ride within your limits and to treat the machines with the caution that they require.