

Driver Details

Full Name	
Company Name	
Phone Number	
Date	

Click here for the [Adaptalift Transport Guide](https://www.adaptalift.com.au/safety-solutions#transport) or visit <https://www.adaptalift.com.au/safety-solutions#transport>

1. Before You Arrive

- ✓ Download and familiarise yourself with the Adaptalift Transport Guide.
- ✓ Confirm the weight and dimensions of your load.
- ✓ Ensure your vehicle type is suitable for the facility (see Transport Suitability Chart – Appendix 1 of Adaptalift Transport Guide).
- ✓ Ensure the correct restraint gear (chains, straps, rated lashings) is available and in good condition.
- ✓ Review the relevant Traffic Management Plan (TMP) and wear correct PPE (hi-vis, steel-capped boots, safety glasses, safety gloves etc.).

2. On Arrival

- Sign in via the Adaptalift Site Access System.
- Complete any site-specific induction.
- Wait for instruction from an Adaptalift representative before entering the loading/unloading area.
- Follow site rules:
 - Max speed: 10 km/h
 - No mobile phone use in operating areas unless standing still in a safe zone
 - Sound horn at blind corners
 - Use pedestrian walkways where provided
 - Maintain 3m separation from moving plant

3. Loading & Unloading

- Do not proceed until directed by an Adaptalift representative.
- You must hold a High-risk Work Licence applicable to the plant being loaded. e.g. LF for Forklift, WP for Boom-type EWP >11m, etc.
- Only winch or drive on/off unless a lifting plan is approved.
- No lifting plant unless covered by an Adaptalift Engineered Lifting Plan (Appendix 2).
- Secure ramps, check trailer stability and condition.
- Tilt mast back to secure loads.
- Use platform ladders or safe access equipment for high loads.



4. Load Restraint – Mandatory Requirements

- Restraint must comply with the NTC Load Restraint Guide (2018) and the Adaptalift Load Restraint Guides:
 - Appendix 3 – Australia
 - Appendix 4 – New Zealand
- Use chains for equipment over 3,000 kg (8mm minimum).
- Use rated shackles and tie-down points only.
- Do not use:
 - Wheel lashings
 - Tow hooks
 - Eyelets not designed for restraint
- Refer to Adaptalift Load Restraint Guide specific to your load (e.g. Forklifts, EWP, Walkie Stackers, Reach Trucks).

5. Other Key Rules

- Laden forklifts must not be driven on public roads.
- Mobile plant must have trade plates or registration displayed for road access.
- Cover electric forklifts during transport to protect from weather damage.
- Only cross-dock at Adaptalift facilities or your depot if authorized to do so– never at customer sites or on public roads.
- Use proper access ladders/platforms – maintain 3 points of contact.
- Ensure you hold the correct permit for any OSOM loads.

6. Incident & Spill Response

- Immediately report incidents or hazards to an Adaptalift rep.
- If equipment overturns, cordon off the area, contact your supervisor and do not touch until authorised by Adaptalift.
- Carry and use a spill kit (absorbents, acid neutralisers, PPE, waste bags).

Driver Declaration

I confirm I have read and understood the safety requirements for working with Adaptalift Group. I will follow site rules, load restraint requirements, and report any incidents, hazards, or unsafe conditions.

Driver Signature: _____

Date: _____

