

# CHAIN OF RESPONSIBILITY REGISTRATION

## FATIGUE MANAGEMENT

**COMPANY NAME:** \_\_\_\_\_

**BILLING ADDRESS:** \_\_\_\_\_

\_\_\_\_\_ **POSTCODE:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**DURATION OF COURSE:** **4 hours – 8:00am to 12.00pm**

**LOCATION:** Mirrat House, Level 1, 46 Kooringa Way, Port Melbourne

**COST OF COURSE:** VWMA/VTA members **\$360** (incl. GST) VTA Member No \_\_\_\_\_

Non-Members\* **\$390** (incl. GST)

*\*Would you like further information about becoming a member of the VTA? YES / NO*

Full Name of Person(s) attending	Course Date(s)	Fee \$

**TOTAL PAYMENT AMOUNT: \$**.....

**Credit Card Payment Details (Cross "x" card type box)**

MasterCard       Visa

**CREDIT CARD NUMBER:** \_\_\_\_\_ **CARD EXPIRY:** \_\_\_\_ / \_\_\_\_

**CARD HOLDER NAME:** \_\_\_\_\_ **CARD HOLDER SIGNATURE:** \_\_\_\_\_

**Cheques** (Payable to the 'Victorian Transport Association Inc.')

*A Tax Invoice will be forwarded on receipt of payment*

**Email completed registration form to: [reception@vta.com.au](mailto:reception@vta.com.au)**

**CONDITIONS OF COURSE ATTENDANCE:**

1. All fees must be paid prior to course attendance or certificates cannot be issued.
2. Substitutes may be accepted if notified prior to the course date.
3. Confirmation of booking is upon receipt of payment. Course is restricted to 30 participants.

**REFUND POLICY**

- If the VTA cancels a course, we will refund you 100%, or transfer you into another course of same value.
- If you cancel your booking for a course 5 working days before the start of the course, we will refund you 80% of the course fees.
- **Less than 5 working days- no refund will be given.**
- In the event of illness or personal crisis, you may transfer into another date provided you phone the VTA prior to the course and complete and return the course withdrawal / transfer form. Nonattendance will forfeit fees.
- Courses offered are not intended to be an exhaustive training program that covers every formal or legal aspect found under Commonwealth/State Laws, Regulations, Ordinances, By Laws etc.
- The VTA reserves the right to withdraw, cancel or reschedule any Course/Seminar/Workshop offered if deemed necessary due to any circumstance that may arise.

A copy of the VTA **Privacy Policy** is available at <http://vta.com.au/privacy-policy/>

### **Chain of Responsibility – Fatigue Management**

- Dates:** Wednesday 17<sup>th</sup> of July; or Wednesday 2<sup>nd</sup> of October 2019.
- Time:** 8:00am – 12:00pm
- Venue** VTA Offices – Level 1, Mirrat House, 46 Kooringa Way (Webb Dock) Port Melbourne
- Cost:** Members - \$360 (including GST) per person/Non-Members - \$390 (including GST)
- Materials:** Each participant will receive a copy of the presentation

Driver Fatigue contributes to heavy vehicle accidents in Australia. Businesses have a legal responsibility to have sound Fatigue Management strategies in place that assess the risk of fatigue and control that risk. It is important to understand the many controls and influences that affect heavy vehicle drivers (including sub-contract drivers) under your control. Roles and functions within your business will have a direct influence on how well fatigue is managed.

#### **What the Fatigue Management workshop will cover**

- What is Fatigue and what are the signs of Fatigue
- The National Heavy Vehicle Law
- Fatigue Management Standards (NHVAS, Trucksafe & WA HVA)
- Standard Hours, Basic Fatigue Management & Advanced Fatigue Management
- Basic Rostering and Scheduling
- Fitness for duty
- Roles and Responsibilities
- What Policies and Procedures should be in place
- Audit / Internal Review
- Next steps

#### **Workshop outcomes:**

- You will leave with a clear understanding of the requirements of Fatigue Management.
- You will leave with a clear understanding of why specific roles and functions are critical in managing Fatigue.
- You will leave with the skills and knowledge to assess and audit (or develop) your Fatigue Management Plan.

#### **Who should attend?**

- Business Owners
- Contract Managers
- Transport Managers & Supervisors
- Rostering and Scheduling staff
- Drivers

#### **About the presenter:**

David Vaughan is an experienced supply chain professional and has had many years in the CoR world, most recently heading up Compliance for Coles Supply Chain (covering Coles, K-Mart, Target, Officeworks, Toll, Linfox, Polar Fresh, Wightmans, Costa Group, and the list goes on). He holds a Bachelor of Business, Certificates in Operations Management, Purchasing and Planning, Training and Assessment, and is a qualified Auditor, Food Safety and Dangerous Goods Practitioner.

David has sat on many industry committees, including the Australian Logistics Council, Industry Skills Council and regularly works with Regulatory Authorities, peak Industry Bodies and enforcement groups. David is passionate about CoR and imparting knowledge to help businesses achieve excellent outcomes.