|  |  |
| --- | --- |
| NOVEMBER 2023   |  | | --- | | **Hygiene Checklist**  Vehicles, machinery, trailers, equipment and plant can transport invasive species like Phytophthora cinnamomi, pests and weeds into remnant vegetation. This checklist ensures that all vehicles and plant do not arrive or leave Main Roads sites with contaminating material. | |

**Table 1: Project Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name:** |  | | |
| **Region Name:** |  | | |
| **Project Number:** |  | **Task Code:** |  |
| **Contractor Name:** |  | **Contract Number:** |  |

**Table 2: Vehicle / Machinery / Trailer / Equipment / Plant Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** |  | **ENTRY or EXIT from site** | *Circle one* |
| **Location of Inspection:** |  | | |
| **Owner / Operator:** |  | | |
| **Type / Make/ Model:** |  | | |
| **Registration Number:** |  | | |
| **Odometer / Hour Meter Reading:** |  | | |

**Table 3: Hygiene Checklist**

Check the following sections of the Vehicle / Machinery / Trailer / Equipment / Plant, to ensure it is clean and free of vegetative (including weeds and seeds) and soil material.

| **Item** | **Type**  **(front, rear, sides)** | **Not Applicable** | **Not Clean** | **Clean** |
| --- | --- | --- | --- | --- |
| Scrub bar |  |  |  |  |
| Air filter |  |  |  |  |
| Fenders |  |  |  |  |
| Radiator area |  |  |  |  |
| Belly plates /underside |  |  |  |  |
| Bucket, blade and forks, backhoe attachment , scraper |  |  |  |  |
| Rippers |  |  |  |  |
| Suspension |  |  |  |  |
| Spare wheels |  |  |  |  |
| Wheels and tracks, skids |  |  |  |  |
| Drill bits |  |  |  |  |
| Mud flaps |  |  |  |  |
| Flat sections | *Esp. horizontal* |  |  |  |
| Cupped sections |  |  |  |  |
| Chassis areas | *H or C sections* |  |  |  |
| Hinged points | *Esp. articulated areas e.g. truck, crane, excavator arm* |  |  |  |
| Leaks | *Motor, transmission, hoses, hydraulics to be stuck down, reservoirs* |  |  |  |
| Spill kits |  |  |  |  |
| Fire suppression gear |  |  |  |  |
| Trailers |  |  |  |  |
| Cargo space |  |  |  |  |
| Inside Cabin |  |  |  |  |
| Under the Bonnet / Engine Bay |  |  |  |  |
| Lights, Bumpers and Accessories e.g. toolboxes, spare tyres. |  |  |  |  |
| Hydraulics and any attachments e.g. arms/booms, tynes and rippers, support frames, hydraulic hoses etc. |  |  |  |  |
| **OTHER COMMENTS ON HYGIENE OF VEHICLE / MACHINERY / TRAILER / EQUIPMENT / PLANT** | | | | |

## INSPECTION SIGN OFF

**I declare that the Vehicle / Machinery / Trailer / Equipment / Plant listed above has been thoroughly inspected by myself, and is free of all vegetative and soil material.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** | **Position:** | | |
| **Company Name:** | *(If relevant)* | **Position:** |  |
| **Signature:** |  | **Date** |  |

**I concur that the Vehicle / Machinery / Trailer / Equipment / Plant meets the required hygiene standards and is therefore suitable for entry to/or exit from this site.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** | **Position:** | | |
| **Company Name:** | *(If relevant)* | **Position:** |  |
| **Signature:** |  | **Date:** |  |

**OR**

**This Vehicle / Machinery / Trailer / Equipment / Plant does not meet the required hygiene standards, and is therefore not suitable for entry to or exit from this site until the following areas are further cleaned.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | | | |
| **Name:** |  | | |
| **Company Name:** | *If relevant* | **Position:** |  |
| **Signature:** |  | **Date:** |  |

**PHOTOS OF CLEAN VEHICLE/MACHINERY/EQUIPMENT**

<Insert photos if required>