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# **Code of Conduct**

## Heavy Vehicle Pilot Licence

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## DOCUMENT CONTROL

Owner	Main Roads Heavy Vehicle Services
Custodian	Manager Heavy Vehicle Transport Compliance
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## AMENDMENTS

Revision Number	Revision Date	Description of Key Changes	Section / Page No.

## DEFINITIONS

Term	Definition
<b>GVM</b>	Gross Vehicle Mass
<b>Main Roads Website</b>	<a href="http://www.mainroads.wa.gov.au">www.mainroads.wa.gov.au</a>
<b>Traffic Guidance Scheme</b>	A traffic guidance scheme is a documented plan for managing traffic in high-risk situations, such as contraflow movements. There are traffic guidance schemes for common movements approved by Main Roads, which are available on the Oversize/Over-mass Permits page on the Main Roads Website.
<b>OSOM</b>	Oversize/Over-mass

# 1 PURPOSE

The role of Heavy Vehicle Pilots (Pilots) is to facilitate the safe and efficient movement of OSOM Vehicles. Pursuant to regulation 454H(1)(c) of the *Road Traffic (Vehicles) Regulations 2014*, Pilots must comply with the conditions as set out in this Code of Conduct. Failure to comply with these conditions will result in a breach of regulation 454Z under the *Road Traffic (Vehicles) Regulations 2014* and the Pilot may be subject to enforcement action.

## 2 PILOT VEHICLE CONDITIONS

A Pilot must ensure that the pilot vehicle they are driving complies with the following conditions:

### 2.1 Pilot Vehicle Requirements

- 2.1.1 A pilot vehicle must be roadworthy before it is used in facilitating the movement of an OSOM vehicle.
- 2.1.2 A pilot vehicle must have four (4) or more wheels and a GVM of:
  - (a) 6.5t or less in the case of a rear pilot vehicle, if two (2) pilots or additional vehicles are required; or
  - (b) 4.5t or less in any other case.
- 2.1.3 The pilot vehicle must be fitted with warning signs in accordance with conditions 2.4 to 2.7.
- 2.1.4 The pilot vehicle must be fitted with warning lights that are fitted to the vehicle in accordance with the requirements set out in conditions 2.2 and 2.3.
- 2.1.5 A pilot vehicle must be fitted with a UHF radio, a hand held UHF radio and any other electronic device.
- 2.1.6 A pilot vehicle involved in the movement of an OSOM vehicle which exceeds 4.5 metres in width, must be fitted with a forward facing video recording device in accordance with condition 2.8.

### 2.2 Amber Warning lights

- 2.2.1 The flash of an operational amber warning light on a pilot vehicle must be visible between 120 and 200 times a minute in normal daylight conditions and at a distance of not less than 500 metres in all directions.
- 2.2.2 Where an amber warning light mounted on the pilot vehicle cannot be seen from any direction, additional amber warning light(s) must be mounted on the pilot vehicle so that at least one amber warning light is visible in all directions.
- 2.2.3 Despite condition 2.2.1 and only during the time between sunset and sunrise, in the case where a pilot is positioned in front of an OSOM vehicle, a filter may be placed behind the amber warning light on the pilot vehicle to reduce the intensity of the light directed at the driver of the OSOM vehicle.



## 2.3 Wig Wag Lights

### 2.3.1 Wig Wag Lights must:

- (a) be mounted in pairs, one on each side of the front of the vehicle; and
- (b) flash an alternating white light; and
- (c) not interfere with the amber warning lights or any other lights required under road law; and
- (d) not be headlights; and
- (e) have an illuminating surface area not less than 40cm<sup>2</sup>; and
- (f) be no less than 500mm above ground level and no more than 1000mm above ground level.

### 2.3.2 Wig Wag Lights may be:

- (a) spotlights with a maximum output of 55 watts, provided they are angled down 45 degrees toward the road surface; or
- (b) LED day running lights (as per ADR 76), provided the light emitted from each lamp does not exceed 400cd.

## 2.4 Face of warning sign

2.4.1 The face of a warning sign must have a yellow surface, which complies with Class 100 or 400 of Australian Standard AS 1906.1 — 2017 *Retro reflective Materials and Devices for Road Traffic Control Purposes – Retroreflective Sheeting*.

2.4.2 The face of the warning sign must have a black border at least 20 mm wide.

2.4.3 The outermost edge of the border must be set at least 10 mm in from the edge of the sign unless the sign has been made with a box edge.

2.4.4 The warning sign must display the manufacturer's name or logo, and the brand and class of retro reflective material used in block letters at least 3 mm, but not more than 10 mm, high.

2.4.5 The manufacturer's name or logo may appear in any visible location on the sign, except in a bottom corner of a sign used on a pilot vehicle.

2.4.6 Both faces of a warning sign on a pilot vehicle must display the following words in the format stipulated:

- (a) "OVERSIZE", in black upper case lettering at least 200 mm high, conforming with Australian Standard AS 1744 — 2015 *Forms of Letters and Numerals for Road Signs*, in typeface Series C(N); and
- (b) "LOAD AHEAD", in black upper case lettering at least 100 mm high, conforming with Australian Standard AS 1744 — 2015 *Forms of Letters and Numerals for Road Signs*, in typeface Series D(N).

2.4.7 The bottom of the lettering of the word "OVERSIZE" must be at least 300 mm from the bottom of the sign.

2.4.8 The bottom of the lettering of the words "LOAD AHEAD" must be at least 100 mm from the bottom of the sign.



2.4.9 The face of the warning sign must be appropriately maintained to ensure its message is clearly visible and legible to other road users.

## 2.5 Material for a warning sign

The warning sign must be made of either:

- (a) stiff, flat, weatherproof material; or
- (b) flexible material, provided the sign is held taut, is clearly visible and unlikely to become dislocated, furl or otherwise become difficult to read by other road users.

## 2.6 Size of a warning sign

2.6.1 A warning sign on a pilot vehicle must be at least 1200 mm long and at least 600 mm high.

2.6.2 The sign may have bottom corner cut outs not more than 150 mm wide and not more than 100 mm high if they are needed for mounting the warning lights.

## 2.7 Mounting a warning sign

2.7.1 A warning sign must be mounted on the roof of a pilot vehicle.

2.7.2 The warning sign on the pilot vehicle must not lean back so there is more than 200 mm measured horizontally from the top of the sign to a vertical line running through the bottom of the sign.



## 2.8 Video Recording Device

2.8.1 A video recording device must be mounted in/on the pilot vehicle in the following manner:

- (a) it must be affixed to the inside or on the front of the pilot vehicle while in use;
- (b) so that it complies with regulation 263 of the *Road Traffic Code 2000* providing the Pilot with uninterrupted and undistracted views of the road and any traffic.
- (c) it is as close as possible to the horizontal centreline of the pilot vehicle; and
- (d) it is located in a prominent position so that the recording device has a clear field of vision of the road and traffic directly in front of the pilot vehicle.

2.8.2 The footage captured on the video recording device must be high resolution with a minimum resolution of 1080p to enable a clear view of the road ahead, any roadside furniture and oncoming vehicles.

## 3 PILOT CONDITIONS

### 3.1 Communication

- 3.1.1 Pilots must communicate with other drivers of other OSOM vehicles and other road users using UHF channel 40 on the UHF radio.
- 3.1.2 Pilots can use other channels for convoy internal communications by using any electronic device to communicate with the driver of the OSOM vehicle(s) or other pilots involved in piloting the same OSOM vehicle.
- 3.1.3 Pilots must communicate, at regular intervals, with other road users to warn them of the location of the OSOM vehicle.
- 3.1.4 Where there are two or more Pilots, the pilot at the front of the OSOM vehicle must perform the duties in condition 3.1.3.
- 3.1.5 Pilots must:
  - (a) monitor UHF channel 40 on the UHF radio for any oncoming OSOM vehicles or other high risk vehicles; and

(b) direct the driver of the OSOM vehicle it is piloting to pull into parking bays or another appropriate area, to enable the oncoming vehicle to pass safely.

3.1.6 In the event that a Pilot leaves the pilot vehicle to direct other road users, the Pilot must use a hand-held two-way radio, to communicate with the driver of the OSOM vehicle and other OSOM vehicles.

## 3.2 Travelling position of Pilots

3.2.1 In the event that only one Pilot is required to pilot an OSOM vehicle, the Pilot must ensure that they are travelling in the following formation:

- (a) behind the OSOM vehicle when travelling on a road with multiple lanes in the direction of travel (other than overtaking lanes);
- (b) in front of the OSOM vehicle when travelling on a road with a single lane in the direction of travel; or
- (c) in any other appropriate position to safely pilot a turning manoeuvre at a road intersection.

3.2.2 In the event that two Pilots are required to pilot an OSOM vehicle, the Pilots must ensure that they are travelling in the following formation:

- (a) one Pilot must drive in front of the OSOM vehicle and the other must drive behind the OSOM vehicle; or
- (b) where it is necessary to manage traffic behind the OSOM vehicle both Pilots may travel behind the OSOM vehicle provided that the OSOM vehicle does not encroach onto oncoming traffic and where there are multiple road lanes in the direction in which they are travelling (other than overtaking lanes).

3.2.3 Conditions 3.2.1 and 3.2.2 do not apply in circumstances where it is necessary for a Pilot to position their pilot vehicle in an alternative manner to those conditions for the purposes of managing traffic at intersections, bridge crossings or in accordance with a Traffic Guidance Scheme.

3.2.4 A Pilot must drive far enough ahead of the OSOM vehicle it is piloting to give other road users adequate warning of the oncoming OSOM vehicle. In doing so, the Pilot must take into account the type of vehicles that use the road, traffic speed, road geometry, availability of safe pullover areas, weather, visibility and other driving conditions.

3.2.5 A Pilot must not travel on or over continuous dividing lines on a carriageway, unless they position the pilot vehicle in a safe manner to control traffic at intersections or to close a road or bridge.

3.2.6 When crossing continuous dividing lines in accordance with condition 3.2.5, the Pilot must ensure that drivers of oncoming traffic have sufficient sight distance to see the Pilot and safely stop.

3.2.7 To ensure that the oncoming traffic can pass the OSOM vehicle safely, the Pilot at the front of the OSOM vehicle must give clear and lawful directions to the drivers of oncoming vehicles to pull over on the side of the road. In the event that a vehicle is not a sufficient distance off the road to allow for the clear passage of the OSOM vehicle, the pilot must direct the driver of the OSOM vehicle to stop in a safe place to allow traffic to pass and that it is safe for the driver of the OSOM vehicle to continue moving.



### 3.3 Use of warning lights and signs

- 3.3.1 The pilot must only use warning signs and lights, which are fitted on the pilot vehicle in accordance with conditions 2.2 and 2.3 when piloting an OSOM vehicle.
- 3.3.2 When accompanying an OSOM vehicle exceeding 4.5 metres in width, only the pilot at the front of the oversize vehicle must ensure the wig wag lights are switched on at the front of the pilot vehicle in accordance with conditions 2.3.1 and 2.3.2.
- 3.3.3 The headlight or day running lights on a pilot vehicle must be switched on when facilitating the movement of an OSOM vehicle.

### 3.4 Traffic Control

To avoid the unreasonable build-up of traffic behind the OSOM vehicle, a Pilot must, at regular intervals, direct the driver of the OSOM vehicle to pull over on the side of the road, in a safe place (e.g. suitable parking bays) to allow the traffic to pass. The direction may be given using one of the communication devices described in condition 3.1 or by using the appropriate hand signals in accordance with the *Road Traffic Code 2000 (WA)*.

*Note: Unreasonable traffic build up can include multiple vehicles, as well as a single vehicle that has been held-up behind the OSOM vehicle for more than 10 minutes.*

### 3.5 Video Recordings

- 3.5.1 Prior to facilitating the movement of an OSOM vehicle that is wider than 4.5 metres onto a public road network, the Pilot must ensure that:
  - (a) the video recording device is in good working order;
  - (b) the video recording device is switched on and recording;
  - (c) the video recording device can continually record the entire movement of the OSOM vehicle, whenever the OSOM vehicle is being driven on a road; and
  - (d) the video recording device is calibrated correctly to display the correct date and time on the video recording.
- 3.5.2 All video recordings must be retained by the Pilot for a minimum period of thirty (30) days from the date that the journey ended.
- 3.5.3 For the purpose of any audits or investigations conducted by Main Roads, video recordings must be made available to Main Roads in a format that is compatible with standard Microsoft Windows applications.

### 3.6 Record of Movement

- 3.6.1 Each Pilot involved in the movement of an OSOM vehicle must complete a Record of Movement, in accordance with condition 3.6.3, for each OSOM vehicle movement it is facilitating prior to commencing the movement.
- 3.6.2 A Pilot must produce the record of movement if requested by a Police Officer, Transport Inspector or Transport Investigation Warden.

3.6.3 The Record of Movement must include the following information:

- (a) name(s) and HVP Licence Number(s) of the pilot(s) involved in the movement;
- (b) in the event there are two Pilots, who is the Pilot at the front of and who is the pilot at the rear of the OSOM vehicle;
- (c) registration number(s) of OSOM vehicle(s) being piloted;
- (d) permit number or exemption travelling under;
- (e) name of Traffic Escort Warden(s);
- (f) load description;
- (g) vehicle and load dimensions, including total width, height, length and/or mass and any other measurement specified within the order or permit that must be met;
- (h) dimension of the vehicle (where no load is carried);
- (i) intended route;
- (j) address of destination;
- (k) date, time and address of departure;
- (l) date, time of arrival; and
- (m) details of any incident resulting in damage to a vehicle(s) or property.

*Note: A suggested Record of Movement form is located on the Main Roads Website.*

3.6.4 Each Pilot must keep the Record of Movement for each OSOM movement they have facilitated for at least 12 months from the date the movement was completed.

3.6.5 The requirement to keep a Record of Movement does not extend to Pilots facilitating the movement of oversize agricultural vehicles/ agricultural implements/agricultural machines between farms. This exemption does not extend to Pilots facilitating any other movement of agricultural vehicles/ agricultural implements/ agricultural machines.

### 3.7 **Authorisation and Apparel**

3.7.1 In Accordance with the Instrument of Declaration, Gazetted on 18 January 2019, Licenced Pilots are authorised persons for the purposes of giving signals or directions for ensuring the safety of all road users during the facilitation of the movement of oversize vehicles.

3.7.2 In accordance with the Approved Apparel for Pilots gazetted on 21 September 2004 by the Commissioner for Police, Pilots are required to wear the following apparel during the course of their duties:

- (a) Must comply with the AS/NZ 4602:1999 standards for High Visibility Safety Garments, Class D/N that is a day/night garment comprising of retroreflective elements on a fluorescent background material;
- (b) The garment may be a vest or a coat;
- (c) The colour of the garment must be yellow and retroreflective bands must be white;
- (d) The word "PILOT" must appear on the front and back of the garment in 150mm red non-fluorescent lettering;

- (e) There must be two white retroreflective bands, no less than 50mm in height, across the full width of the garment on both front and rear, one band shall be above the word "PILOT" and the other near the bottom of the garment; and
- (f) The vest and coat must have shoulder and sleeve retroreflective markings in accordance with the standard.

3.7.3 Pilots must, in accordance with the AS/NZ 2210 standards for safety, protective and occupational footwear, wear safety footwear during the course of their duties.

## 4 GENERAL CONDITIONS

- 4.1.1 Prior to facilitating the movement of an OSOM vehicle, Pilots must familiarise themselves with the road network on which the OSOM vehicle can travel.
- 4.1.2 Prior to facilitating the movement of an OSOM Vehicle, Pilots must ensure that the OSOM vehicle complies with the dimension requirements in the permit that applies to that OSOM vehicle.
- 4.1.3 During the course of their activities, Pilots must, at all times, act in a professional and courteous manner to all other road users, including those that are involved in facilitating the movement of the same OSOM vehicle(s).
- 4.1.4 Where a Traffic Escort Warden is also facilitating the movement of the OSOM vehicle, the Traffic Escort Warden is in control of the movement and Pilots must comply with all directions issued by that Traffic Escort Warden.
- 4.1.5 A pilot vehicle must not tow a trailer or carry a load, but it may carry tools, equipment or substances for use in connection with the OSOM vehicle it is facilitating the movement of.
- 4.1.6 A Pilot must not operate any other vehicle or machinery, such as steer a platform or jinker trailer while facilitating the movement of an OSOM vehicle.
- 4.1.7 In the event that a pilot vehicle does not comply with the pilot vehicle conditions as set out in this Code of Conduct (Non-Compliant Pilot Vehicle), the Non-Compliant Pilot Vehicle must not be involved in facilitating the movement of the OSOM vehicle. In these circumstances the OSOM vehicle must not move until a compliant pilot vehicle replaces the Non-Compliant Pilot Vehicle.