

Oversize and/or Overmass Escort Vehicle Drivers Scheme

Operating Guidelines

Roads and Maritime Services | November 2017



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1.0 About the OSOM EVDS

The NSW Oversize and/or Overmass Escort Vehicle Drivers Scheme (OSOM EVDS) enables industry to safely and efficiently manage OSOM vehicle journeys. This includes warning other road users of the presence of an oversize vehicle and giving traffic directions to other road users. It aims to provide greater flexibility for industry in allowing trained, competent and suitable people to facilitate OSOM movements. These people are:

- Accredited Escort Vehicle Providers (**Providers**) and
- Authorised Escort Vehicle Drivers (**AEVDs**).

This scheme intends to promote transparency, public trust and confidence in the movement of OSOM loads.

1.1 Participating in the Scheme

Under the OSOM EVDS, Roads and Maritime will:

1. Accredit Providers, being persons, partnerships or corporations to provide escort vehicle services for OSOM movements.
2. Authorise persons who drive escort vehicles as an AEVD to exercise traffic direction powers under clause 304 of the Road Rules 2014 (NSW).
3. Take action to ensure that Providers and AEVDs comply with the requirements of the OSOM EVDS.

1.1.1 Becoming a Provider

Roads and Maritime accredits Providers to ensure they can meet their obligations in the provision of safe escort vehicle driver services by ensuring compliance with the OSOM EVDS Operating Guidelines (Operating Guidelines), maintaining records and having the required insurances in-place. Transport Operators may also be Providers.

The obligations of a Provider are set out in the Accreditation Agreement for the OSOM EVDS (Agreement). Further details on becoming a Provider can be found on the Roads and Maritime website.

A current list of Providers will be published on the Roads and Maritime website.

1.1.2 Appointment as an AEVD

Under the OSOM EVDS, Roads and Maritime may appoint fit and proper persons (other than police officers – who are authorised as of right) to give reasonable directions for the safe and efficient regulation of traffic under clause 304 of the Road Rules 2014 (NSW).

Authorisation of AEVDs ensures they can provide safe escort vehicle services in accordance with the requirements of Heavy Vehicle National Law (HVNL), and the Operating Guidelines.

The AEVD must adopt the ethical behaviour standards expected of a NSW public official. These standards are detailed on the [Independent Commission Against Corruption](#) website. An AEVD is also expected to comply with the [OSOM EVDS Code of Conduct](#). Further details on the Code of Conduct and becoming an AEVD can be found on the Roads and Maritime website.

1.2 Purpose of the Operating Guidelines

The purpose of the Operating Guidelines is to set out the operational requirements for AEVDs and escort vehicles operating under the OSOM EVDS. These Operating Guidelines do not apply to police officers who are driving an escort vehicle or are otherwise involved in an OSOM movement.

The Operating Guidelines must be read in conjunction with the [OSOM EVDS Code of Conduct](#) for Providers and AEVDs. AEVDs should also be familiar with the Agreement.

These Operating Guidelines are in addition to any requirements determined by:

- The Heavy Vehicle National Law (NSW);
- The Heavy Vehicle (Mass, Dimension and Loading) National Regulation (NSW);
- Class 1 Load Carrying Vehicles Notice 2014 (or any Notice subsequently published by the National Heavy Vehicle Regulator in the Commonwealth Gazette which replaces that Notice);
- Class 1 Special Purpose Vehicles Notice 2014 (or any Notice subsequently published by the National Heavy Vehicle Regulator in the Commonwealth Gazette which replaces that Notice);
- The Additional Access Conditions for oversize and overmass heavy vehicles and loads is available on the [Roads and Maritime website](#); and
- The OSOM Permit and any Traffic Management Plan for the OSOM movement.

These Operating Guidelines contain a summary of some of the requirements under those documents, but it is not a replacement for a review of those documents. Providers and AEVDs are responsible for understanding and complying with the requirements of those documents. This is a condition of participating in the OSOM EVDS.

1.3 How the Operating Guidelines will be amended

Roads and Maritime may amend these Operating Guidelines from time to time. Amendments may constitute part or the whole of this document. The current version of the Operating Guidelines will be available on the [Roads and Maritime website](#).

Before making amendments to these Operating Guidelines, Roads and Maritime will notify the National Heavy Vehicle Regulator and Providers of:

1. The proposed amendments and why they are necessary.
2. The date the proposed amendments will come into effect.

Providers will be required to ensure their AEVDs are aware of any changes.

1.4 Overview

Under the HVNL (NSW), heavy vehicles that exceed specified dimension and mass limits may only operate on NSW roads under an exemption notice or permit (Sections 117 and 122) issued by the National Heavy Vehicle Regulator (NHVR) or NHVR delegate. Full details of the dimension and mass limits are available on the [Roads and Maritime website](#). These vehicle movements are known as OSOM movements. In these Operating Guidelines:

1. A mass or dimension exemption (notice) for class 1 vehicles is referred to as an OSOM Notice.
2. A mass or dimension exemption (permit) for class 1 vehicles is referred to as an OSOM Permit.
3. The OSOM vehicle movements are referred to as OSOM movements.

OSOM Permit conditions may require OSOM movements to be accompanied by an escort vehicle.

Under Section 5 of the HVNL and these Operating Guidelines:

1. A pilot vehicle is a vehicle that accompanies an oversize vehicle to warn other road users of the oversize vehicle's presence.
2. An escort vehicle is a pilot vehicle driven by a police officer or another person authorised to direct traffic under an Australian road law.

For OSOM movements that require an escort vehicle, the OSOM Permit will require permit holders to obtain the services of an AEVD through a Provider. Some OSOM movements may require more than one escort vehicle depending on the nature of the OSOM load.

The NSW Police Force will be involved where a Traffic Management Plan (TMP) identifies police resources to be deployed at specific pinch points along the route. Further detail in relation to TMPs is available on the Roads and Maritime website.

When an OSOM permit requires an escort vehicle for an OSOM movement, the journey must be conducted in accordance with the Operating Guidelines and any conditions placed on the OSOM Permit by Roads and Maritime.

2.0 Roles and Responsibilities

2.1 Roads and Maritime

Roads and Maritime has developed this scheme with the aim of ensuring that trained, competent and suitable persons are available to undertake traffic control while escorting the OSOM movement. Roads and Maritime regulates OSOM movements as part of its role in regulating the heavy vehicle industry and in managing the NSW road network. OSOM movements are not in themselves a function of Roads and Maritime and responsibility for each movement rests solely with the transport operator. Roads and Maritime's statutory functions include promoting road user safety and improving traffic arrangements.

Roads and Maritime is not a party to, and does not take any responsibility for, any contracts or arrangements between the Provider and any AEVD, or between the Provider and any transport operator.

2.2 Providers

Providers are accredited by Roads and Maritime to provide escort vehicle services to transport operators in NSW under the HVNL under an Accreditation Agreement. They are not appointed as a provider of services to Roads and Maritime and are not appointed to perform any services for or on behalf of Roads and Maritime. Nor are they appointed to exercise any powers on behalf of Roads and Maritime.

Escort vehicle services may only be offered by Providers using AEVDs who are employed or engaged by the Provider (or who are themselves the Provider). The Accreditation Agreement further sets out the role and obligations of Providers. A responsibility of the Provider is to ensure that any employee, contractor, pilot vehicle driver or other engaged personnel comply with these guidelines.

The Provider must ensure that its AEVDs complete and submit the required movement records and must inform Roads and Maritime if the records are not provided or are incomplete. The Provider must retain a copy of the movement records for a period of not less than 7 years.

2.3 AEVDs

AEVDs are essential to ensure the safety of OSOM movements on the road network.

2.3.1 Role of an AEVD

The primary role of the AEVD is to provide traffic control duties by the issuing of directions as appropriate and in accordance with Road Rule 304 (NSW).

The Road Rules 2014 (NSW) provide that:

1. A person must obey any reasonable direction for the safe and efficient regulation of traffic given to the person by a police officer or "authorised person", including a direction that causes another person to contravene a Road Rule (Road Rule 304).
2. Roads and Maritime may appoint a person as an "authorised person" for the purposes of Road Rules that refer to an "authorised person" (Road Rules, Dictionary).

The instrument of authorisation will identify the AEVD as an authorised person under Road Rule 304. The appointment will include conditions so that directions may only be issued in connection with an OSOM movement.

The AEVD must exercise their powers to ensure the safe and efficient regulation of traffic in accordance with the Operating Guidelines, the OSOM permit and TMP.

In general such actions to ensure the safe movement of the OSOM load may include closing lanes and roads to oncoming traffic; travelling to the incorrect side of double lines and stopping where required to

warn other road users. The safe movement of the OSOM load does not however allow for speeding or proceeding past the stop line at or near red traffic lights.

NOTE: AEVDs are obliged under NSW law to comply with any direction of a police officer irrespective of what activity is being conducted.

2.3.2 Responsibilities of an AEVD

An AEVD must only accompany an OSOM vehicle if:

1. They hold a current authorisation under Road Rule 304 of the Road Rules 2014 (NSW).
2. They are employed or engaged by a Provider (or are a Provider themselves) to drive an escort vehicle to facilitate an OSOM movement. An AEVD may be employed or engaged by more than one Provider at the same time.
3. The transport operator has obtained the services of the AEVD through an accredited Provider.
4. The escort vehicle complies with all the requirements outlined in the Operating Guidelines and the HV (MDL) National Regulation (NSW).
5. The AEVD complies with all the requirements concerning the use of the escort vehicle under the HVNL, the HV (MDL) National Regulation (NSW), the conditions of the OSOM Permit or an exemption in accordance with Class 1 Load Carrying Vehicles Notice 2014, Class 1 Special Purpose Vehicles Notice 2014 and the Additional Access Conditions for oversize and overmass heavy vehicles and loads.

Under Section 131 of the HVNL an AEVD must not accompany an OSOM vehicle if the OSOM vehicle contravenes a condition of the OSOM Permit or Notice by:

1. Travelling on a route not allowed under the OSOM Permit or Notice; or
2. Travelling at a time other than a time allowed under the OSOM Permit or Notice; or
3. Not complying with the applicable minimum pilot and AEVD requirements based on the length and width of the OSOM vehicle and whether the OSOM movement occurs in daylight or night conditions.

The Minimum Pilot and AEVD Requirements set out the minimum required number of escort and/or pilot vehicles, whether an OSOM Notice or Permit is required, and whether a TMP is required. Additional pilot or escort vehicles may be required as determined by Roads and Maritime. These requirements are available on the Roads and Maritime website.

An AEVD must not represent that Roads and Maritime endorses or recommends any services provided by them. Similarly an AEVD must not represent that they are a provider of services to Roads and Maritime, nor must they represent that they are appointed to perform any services for or on behalf of Roads and Maritime or that they are appointed to exercise any powers on behalf of Roads and Maritime.

AEVDs must not use any trade mark or logo of Roads and Maritime without prior written approval.

2.3.3 Appointment conditions

Appointment as an AEVD is subject to the following conditions – An AEVD must

1. Comply with the Operating Guidelines and (if previously appointed) not cause any Provider to breach their Accreditation Agreement.
2. Satisfy all of the eligibility criteria for appointment.
3. Provide escort vehicle services in accordance with the Operating Guidelines.
4. Advise Roads and Maritime of any change of circumstances related to eligibility for appointment within seven days of the change; including suspension or cancellation of driver's licence, any driving, criminal or other charges or convictions and any medical condition or physical or mental incapacity which may prevent the driver from satisfactorily performing the role of an AEVD.

Suspension and cancellation of appointment

Appointment as an AEVD may be varied, suspended or cancelled by Roads and Maritime by written notice at any time.

Criteria for suspension or cancellation

Suspension or cancellation of the appointment will occur if Roads and Maritime considers that the holder:

1. Ceases to satisfy the eligibility criteria or conditions for appointment;
2. Is found to have provided false information to Roads and Maritime in relation to an application;
3. Has breached the HVNL, the Operating Guidelines, the OSOM EVDS Code of Conduct; or
4. Has caused a Provider to breach their Accreditation Agreement.
5. Any other reason that Roads and Maritime considers relevant.

Notice of proposed suspension or cancellation

Before varying, suspending or cancelling an appointment Roads and Maritime will generally provide the AEVD with written notice that:

1. Details the alleged breach or reason; and
2. Invites the AEVD to “Show Cause” within a reasonable time period as to why the appointment should not be varied, suspended or cancelled.

Immediate suspension or cancellation

Appointment will be automatically suspended if the holder’s driver’s licence is suspended or cancelled.

Where Roads and Maritime considers it reasonable, Roads and Maritime may immediately suspend or cancel an AEVD’s appointment. Reasonable circumstances may include serious road safety breaches with significant impacts on network efficiency, or high risk behaviour by the driver, or where Roads and Maritime becomes aware that the AEVD no longer satisfies all of the eligibility criteria.

Internal Review

If an AEVD’s appointment is varied, suspended or cancelled (except in the case of an immediate suspension or termination on the basis of high risk behaviour or serious breaches), the AEVD may seek an internal review of the decision by another person at Roads and Maritime who is no less senior than the person who made the decision. The notice of variation, suspension or cancellation will notify the driver the method for seeking a review.

Surrender of appointment

An AEVD may at any time voluntarily surrender their appointment by advising Roads and Maritime in writing and returning any Statement or Instrument of Appointment to Roads and Maritime.

2.3.4 OSOM load driver responsibilities

Nothing in these Operating Guidelines will exempt a Class 1 heavy vehicle driver and the operator (OSOM Permit holder) from their respective responsibilities under the HVNL.

3.0 Operating Duties

An AEVD is required to undertake the following duties:

1. Be the driver of the escort vehicle
2. Assess the route of the OSOM movement - jointly with the OSOM transport operator - and advise the OSOM vehicle driver in advance of any hazards.
3. Provide a visual advance warning by means of signs and lights to other road users of the presence or approach of an OSOM vehicle.
4. Where possible, advise incoming, oncoming or overtaking vehicles by radio of the load dimensions, location, direction of travel and other relevant information that may affect traffic or safety.
5. Advise the OSOM vehicle driver by radio of oncoming vehicles, road conditions, height clearance from overhead obstacles and other hazards.
6. Where required, provide "rear and side vision" for the driver of the OSOM vehicle.
7. Control and direct traffic so as to navigate critical locations and assist vehicles to safely pass the load.
8. Take the necessary traffic management action to prevent conflict with any planned manoeuvres of the OSOM vehicle.

3.1 Before the trip

3.1.1 Pre-trip checks

Prior to the movement of the OSOM vehicle or combination, the AEVD must be aware of the OSOM Permit conditions and their specific individual and collective responsibilities including those detailed in the Operating Guidelines. The AEVD must inform themselves of the dimensions, warning devices, driver requirements and relevant vehicle operational requirements of any OSOM vehicle prior to the movement.

The AEVD or lead AEVD (if more than one) must also make this information known to the pilot vehicle driver(s) and any other AEVDs assisting in the operation and the OSOM vehicle operator of the relevant vehicle operational requirements.

3.1.2 Movement Record details to complete

An OSOM Load Movement Record form is available on the Roads and Maritime website. The AEVD or lead AEVD (if more than one) must complete at least the following details on the Movement Record prior to commencing the journey:

1. Date and time of departure.
2. Name and address of the operator.
3. Starting time and place.
4. Destination address.
5. Route.
6. OSOM Permit Number.
7. Particulars of the OSOM vehicle being escorted.
8. Dimensions of the loaded OSOM vehicle.
9. Load dimensions and description.
10. OSOM load driver name and licence details.
11. Name of Provider providing the escort vehicle services for the OSOM movement.
12. Details of accompanying escort vehicle/s including driver details and vehicle registration.
13. Details of accompanying pilot vehicle/s including driver details and vehicle registration.

3.1.3 Severe weather or mechanical breakdowns

The AEVD must check forecasts in advance for any adverse weather such as heavy or prolonged rain, fog, dust storms, etc. during the scheduled movement time - to avoid escorting the movement during this period.

3.1.4 Road closures or restrictions

The AEVD must check in advance that the approved route is trafficable and will not be affected by any scheduled road closures and road work (by contacting the TMC on 131 700 or checking the Roads and Maritime [LiveTraffic website](#)). The AEVD must ensure they are aware of, and comply with, any temporary road closure/restrictions during the scheduled OSOM movement.

3.1.5 Information to be carried in escort vehicle

The AEVD or lead AEVD (if more than one) must carry in the escort vehicle (as a minimum) the following information and produce it to NSW Police and/or Roads and Maritime authorised officers when requested:

1. A copy of the relevant OSOM Permit.
2. Copies of utility clearances required by the OSOM Permit if applicable.
3. Copies of council or rail crossing approvals required by the OSOM Permit, if applicable.
4. A copy of the transport management plan (TMP) required by the OSOM Permit, if applicable.
5. A copy of the OSOM EVDS Operating Guidelines.
6. Contact telephone numbers of NSW Police/Highway Traffic command, Traffic Management Centre (TMC), and National Heavy Vehicle Regulator (NHVR).
7. Current traffic and road work information, as applicable.
8. Their authorisation card or letter (or Instrument of Appointment under the Road Rules 2014) confirming their authorisation as an escort vehicle driver (to be carried by all AEVDs).
9. Valid driver's licence (to be carried by all AEVDs).
10. The [Movement Record](#).

3.1.6 Escort vehicle must not tow a trailer or carry a load

Under clause 29 of Schedule 8 of the HV (MDL) National Regulation, an escort vehicle must not tow a trailer or carry a load, but it may carry tools, equipment, devices and signage, Work Health and Safety and other safety items for use in connection with escorting the OSOM vehicle or combination that it is accompanying. The minimum required items are outlined in the 'Technical Requirements' section of the Operating Guidelines.

3.2 During the trip

3.2.1 Lead AEVD

If there is more than one AEVD involved in the operation, the escort vehicle directly in front of the OSOM vehicle is classified as the lead escort vehicle (and its driver is the lead AEVD).

3.2.2 Positioning of escort vehicles and pilot vehicles

To comply with Section 30 HV(MDL) National Regulation, where one escort vehicle accompanies an OSOM vehicle, the escort vehicle must travel:

1. Behind the OSOM vehicle if they are on a divided road.
2. In front of the OSOM vehicle if they are on a road that is not divided.

When two escort vehicles accompany an OSOM vehicle, one escort vehicle must be in front of the OSOM vehicle, and the other behind it.

3.2.3 Radio communication

Under clause 31 of Schedule 8 of the HV (MDL) National Regulation, at all times during the trip (except if the exemptions stated in section 'Radio communication system' of the Operating Guidelines apply), the AEVD or lead AEVD (if more than one) and the driver of the OSOM vehicle or combination must be able to maintain two-way radio communication, between themselves and all pilot vehicle driver(s) and any other AEVDs.

3.2.4 No travel in low visibility

To be consistent with clause 8 of Schedule 8 of the HV(MDL) National Regulation, the AEVD must not commence escorting an OSOM vehicle or combination, if for any reason (e.g. glare, fog, heavy rain, smoke, dust and/ or insect plague):

1. Visibility is less than 250 metres during daylight.
2. The headlights of a vehicle approaching within 250 metres could not be seen at night time.
3. Visibility is sufficiently restricted so that the safety of the pilot or escorting operation, or other road users may be comprised.

If an OSOM vehicle or combination is already travelling when visibility is reduced to the level described above, the OSOM vehicle or combination and assisting vehicles must drive to the nearest safe parking area and wait until visibility improves beyond that level before continuing to travel.

3.2.5 No travel in severe weather or mechanical breakdowns

The OSOM movement must cease if weather conditions do not permit safe movement or there is mechanical breakdown of the OSOM load vehicle or escort vehicle. The OSOM load vehicle and other accompanying vehicles must be moved to a safe location until the trip can be resumed. The TMC must be notified on 131 700 of any delay to the OSOM movement and potential impacts to traffic movement.

3.2.6 No travel during unplanned road closures or restrictions

In the event of any unplanned road closures or incidents, the AEVD must cease escorting the OSOM vehicle or combination and only continue to travel on the route set by the permit when it is safe to do so or unless directed by an Roads and Maritime authorised officer or Police officer.

3.2.7 Bridge crossing procedures

The following is a suggested procedure for bridge crossing. For full details of the design, selection and implementation of traffic control measures, AEVDs should consult the Traffic Control at Worksites (TCW) manual available on the [Roads and Maritime website](#). The guidance available in the TCW Manual may not be directly applicable in all situations because it is designed for static worksites and not the dynamic environment associated with an OSOM Movement. AEVDs and Providers must undertake a risk assessment when deciding what traffic control measures to adopt at each point along the route.

When approaching a bridge crossing, the AEVD should slow down or stop until the AEVD can warn oncoming traffic about the presence of the OSOM load.

For bridges with mass restrictions and centreline or speed limit restrictions, the OSOM load must cross according to the specific requirements of the OSOM Permit and the TMP. In the absence of specific requirements in the OSOM Permit and/or the TMP, pilots and AEVD may utilise the following suggested procedure where safe to do so:

1. One pilot will travel an appropriate distance in advance of the OSOM movement and warn the motorists of the presence of the OSOM load, intending to cross the bridge. The pilot will also use his UHF radio to warn all heavy vehicles of the slowing down of the OSOM load.
2. The escort vehicle will move to an appropriate distance past the bridge or to the safest point with a clear line of sight to approaching traffic and stop traffic.

3. Another pilot will stay an appropriate distance short of the bridge to close the road to traffic.
4. If a further pilot is prescribed under the OSOM Permit, the pilot will stay an appropriate distance behind the bridge to warn the motorists approaching the OSOM load from behind, and will also notify all heavy vehicles via UHF radio of the slowing down of the OSOM load.
5. If a further escort or pilot vehicle is prescribed under the OSOM Permit, the escort vehicle or pilot vehicle will stay an appropriate distance behind the load to stop any vehicle from crossing the bridge at the same time as the OSOM load.

3.2.8 Traffic control by AEVDs

The safe and efficient regulation of traffic requires consideration by AEVD's of their own safety, the safety of other vehicles involved in the OSOM movement and of the general public. The OSOM Permit and/or TMP contain specific requirements for OSOM movements designed to support the objective of public safety. These may include route surveys, consultation with infrastructure owners and identification of "pinch points". The AEVD must be familiar with the material contained in these documents prior to the move.

AEVDs and Providers must also be aware of their obligations under Section 19 of the *Work Health and Safety Act 2011*. Under this Act the Provider and AEVDs have a duty to take all reasonably practicable steps to ensure the health and safety of all persons impacted by the operation of escort vehicle services. Section 17 provides that this duty requires Providers and AEVDs to eliminate or minimise the risks to health and safety. Further Chapter 3 of the *Work Health and Safety Regulation 2011* contains requirements for the identification, management and control of risks.

In developing safety management plans and safety management systems, Providers and AEVDs should have regard to the matters raised in Chapter 3 of the *Work Health and Safety Regulation 2011* when undertaking a risk assessment prior to setting up traffic control.

The traffic control measures in this section are provided as guidance. Providers and AEVDs can also consider this guidance including the risk assessment process and guidance about the development of traffic control plans, contained in the Roads and Maritime TCW Manual is available on the [Roads and Maritime website](#). Distances used in this guide are indicative only and should be altered to suit the circumstances at each point along the route.

The guidance in this section applies to AEVDs and not police officers.

Requirements for traffic control

An AEVD is permitted to perform traffic control duties only when accompanying an OSOM vehicle or combination under an OSOM Permit.

An AEVD performing traffic control is limited to using hand signals from the escort vehicle or a stop-slow bat from the roadway to direct other drivers, riders, and pedestrians.

When using a stop-slow bat, the AEVD must hold the bat at an angle of 90 degrees to the road to ensure that approaching drivers can read the sign.

Hand gestures

An AEVD must only use gestures when:

1. the escort vehicle is in motion; and
2. no other vehicle is passing, overtaking or within 50m of the escort vehicle; and
3. the AEVD can maintain full control over the escort vehicle at all times; and
4. in the hours of darkness an illuminated wand showing an orange light is used; and
5. road conditions are suitable, e.g. no loose or slippery road surfaces, corners, corrugations, or adverse weather conditions are likely to cause a risk; and

6. the gesture is clearly displayed and as required; and
7. the AEVD displays a gesture as outlined within the subsection below 'Types of hand gestures'.

Types of hand gestures

The AEVD may only display the following gestures when the AEVD is of the opinion that the driver of an approaching vehicle does not appear to be slowing to a speed appropriate for the prevailing conditions, moving from the centre line, or providing a clear passage or giving way to the OSOM vehicle:

1. a hand gesture to move traffic without a sign as indicated in the 'Directing Traffic to Proceed', section of this guideline; and
2. a hand gesture to slow traffic without a sign as indicated in the 'Warning Traffic to Slow Down' section of this guideline; and
3. a hand gesture with the arm horizontal to the road surface and with the hand pointing towards the off-side edge of the roadway.

The gesture is not considered a signal and can only be used in conjunction with the lighting conditions imposed by the requirements contained within this guideline for AEVDs.

Position of an AEVD when performing traffic control

When performing traffic control on the road, the AEVD may, when it is safe to do so, stand:

1. Facing traffic, where the AEVD can see the approaching traffic and can be seen.
2. Just outside the travelled path of traffic. The AEVD must not stand in the centre of the traffic lane or in a position where they are likely to be hit by approaching traffic.
3. In a position so that oncoming traffic approximately 150 metres away, can see the traffic controller.
4. In a position that will not obstruct road user's view of other signs and devices or where the AEVD may be obscured by them.
5. In a position where a clear escape path is available.

The AEVD may, when it is safe to do so, stand at a distance of at least 100 metres in front of the OSOM vehicle or combination, at the point where the OSOM vehicle clears the obstacle.

The AEVD may, when it is safe to do so, stand at a distance of at least 100 metres behind the escort vehicle.

The AEVD may stand in a position closer to the escort vehicle and/or the OSOM vehicle or combination, in urban areas, low speed limits or in special circumstances, when in the opinion of the AEVD, a lesser distance is more appropriate and safe.

Position of an escort vehicle during traffic control

When performing traffic control on the road, the AEVD may, when it is safe to do so, place the escort vehicle:

1. Facing the traffic where the AEVD considers it is safe for other road users.
2. So that the vehicle is able to be seen approximately 150 metres away from all directions.
3. So that it will not obstruct any other road user's view of the OSOM vehicle or other pilot and escort vehicles.

An escort vehicle can be placed at a distance of approximately 200 metres in front of the OSOM vehicle or combination at the point where the OSOM vehicle or combination clears the pinch point.

The AEVD may place the escort vehicle in a position closer to the OSOM vehicle or combination in urban areas, low speed limits or in special circumstances when, in the opinion of the AEVD, a lesser distance is more appropriate and safe.

Traffic signals

When travelling a route controlled by traffic lights, the AEVD must be alert so that stopping for signals does not cause the escort vehicles and load to be widely separated. If the vehicles become separated, the AEVD may take the following steps:

1. Immediately use their two-way radio communication devices to contact all other vehicles to advise of the separation.
2. If the escort vehicle passes through the intersection but the OSOM vehicle is required to stop, the AEVD should pull over as close and safe to the left-hand side as possible and resume travel as the OSOM vehicle and the rear pilot(s) approaches at the required distance.
3. When the rear escort or pilot vehicle(s) is stopped by a red light which has been already cleared by the OSOM vehicle, the OSOM vehicle driver should proceed, and the rear escort vehicle and pilot vehicle(s) should catch up to the load as soon as possible after the light turns green.

Warning traffic to stop

AEVDs are not authorised to direct traffic to proceed past a stop line or other sign at or near a red traffic light. Wait for a suitable break in the traffic before stopping the traffic. Hold the bat with 'STOP' facing the oncoming traffic. Raise the free hand into the stop signal position with the palm towards the traffic.

Once traffic has stopped, an AEVD may change position if necessary so as to be clearly visible to further traffic.

The AEVD must stand clear of the traffic before allowing it to proceed.

Figure 1 - Warning traffic to stop

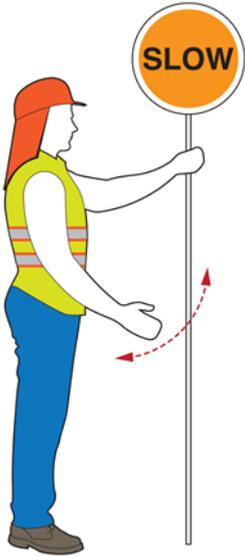


Directing traffic to proceed

When signalling traffic to proceed, the AEVD must turn the bat to show 'SLOW' facing the oncoming traffic. They signal with the free hand, using a sweeping motion in the direction the traffic is to move. The AEVD must stand clear of traffic when allowing it to proceed.

Do not wave the sign to signal traffic to proceed.

Figure 2 - Directing traffic to proceed

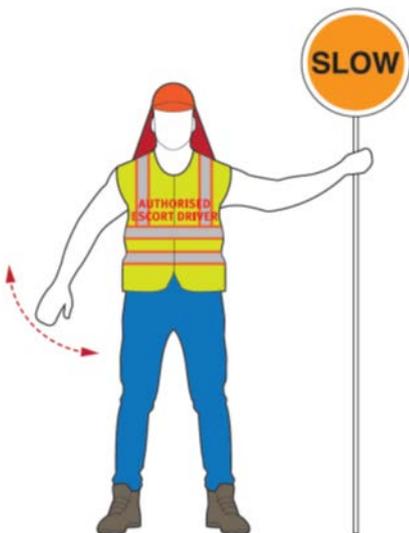


Warning traffic to slow down

Hold the bat with 'SLOW' facing the oncoming traffic. Signal with the free hand in an up and down motion to slow down.

Do not wave the sign to signal traffic to slow down.

Figure 3 - Directing traffic to slow down



3.2.9 Crashes and emergencies

Reporting a crash

To comply with Rule 287 ('Duties of a driver involved in a crash') of the Road Rules 2014, an AEVD (or the lead AEVD) should report to police on triple zero (000) any major traffic crash where:

1. A person has been killed or injured.
2. The other driver does not for any reason give his/her particulars.
3. Any driver appears to be under the influence of alcohol or drugs.

An AEVD must also as soon as possible report to the Police Assistance Line (131 444) minor crashes:

- Where no one was injured; or
- Any vehicle required towing; or
- All parties exchanged details; or
- No driver is believed to have been under the influence of alcohol or drugs.

Where there has been damage to vehicles or property which causes a traffic hazard, the AEVD must contact Emergency Services on triple zero (000) to enable an appropriate response as needed.

For all other concerns, call the Police Assistance Line (131 444).

In addition the AEVD must notify the TMC on 131 700 of the circumstances of the crash.

Damage caused by OSOM vehicles

The AEVD must report to the AEVD of the lead escort vehicle any damage caused by the OSOM vehicle.

The AEVD of the lead vehicle accompanying the OSOM vehicle who is aware of any damage to property owned by a Council and/or Roads and Maritime - such damage incurred during the movement of the OSOM vehicle - must report the damage to the TMC on 131 700 as soon as possible.

The lead AEVD accompanying the OSOM vehicle who becomes aware of any damage to property owned by any other person must report the damage to that person as soon as possible. If the damage could cause a dangerous situation, it must be reported immediately to Emergency Services on triple zero (000).

This information must also be recorded in the Movement Record Form.

3.3 After the trip

3.3.1 Removing/turning off signs and lights

Once the trip is over, the AEVD must ensure that the flashing warning lights on the escort and pilot vehicles have been turned off and the warning signs have been lowered or removed or covered, so that they are not visible to other traffic.

3.3.2 Complete record of movement

On completing the trip, the lead AEVD must complete any remaining information on the movement record form and give a copy of the signed record of movement to the driver of the OSOM vehicle and the Provider.

Other information to be completed at the conclusion of the journey includes:

1. Date and time of arrival at destination.
2. Location, time and duration of any break (e.g. fatigue, overnight, meal breaks; bad weather
3. Brief details of any incident or accident during the movement.

4. Any action taken by a NSW Police officer or a Roads and Maritime authorised officer, including issuing of a court attendance or penalty notice, formal warning, improvement notice or a vehicle defect notice.
5. If the OSOM vehicle or combination to which the OSOM Permit applies was diverted from its approved route, including by means of a detour sign, by a NSW Police officer or a Roads and Maritime enforcement officer.
6. Any other details required by the form.

Copies of the completed and signed movement record form must be produced as directed by Roads and Maritime.

The Provider must ensure that its AEVDs complete and submit the required records and must inform Roads and Maritime if the records are not provided or are incomplete. The Provider must retain a copy of this record for a period of not less than 7 years.

4.0 Technical Requirements

4.1 Escort vehicles

Providers must ensure that their escort vehicles in NSW comply with the requirements in the Operating Guidelines.

Escort vehicles in NSW must also comply with clause 27 of Schedule 8 of the Heavy Vehicle (Mass, Dimension and Loading) National Regulation (NSW) (HV(MDL) National Regulation) with all of the following requirements:

1. Four (4) or more wheels.
2. A GVM (Gross Vehicle Mass) of 4.5 tonnes or less.
3. A roof mounted full roof width 'bar' unit warning light or lights that flash when switched on.

In addition the escort vehicle must have:

4. A radio communications system in accordance with clause 31 of Schedule 8 of the HV (MDL) National Regulation.
5. A roof mounted warning sign in accordance with clause 26 of Schedule 8 of the HV (MDL) National Regulation.
6. Wig wag lights.

4.1.1 Warning lights and headlights on an escort vehicle

Roof mounted warning light specifications

Under clause 35 of Schedule 8 HV(MDL) National Regulation, the roof mounted warning light must not be a strobe light and must flash between 120 and 200 times a minute with a minimum output of 25 watts if light emitting diode (LED) technology is used or 55 watts if another technology is used.

The warning light must be a full roof width 'bar' unit and be clearly visible from a distance of at least 500 metres in all directions. The warning light must be installed at a level below the bottom of the warning sign.

The warning light 'bar' unit may have installed an electronic message board. Messages programmed for the electronic message board must be amber coloured and limited to:

1. The width of the accompanied OSOM vehicle. E.g. "6 m wide load"
2. "Slow down"
3. "Warning road closed"

Under clause 27 of Schedule 8 HV(MDL) National Regulation and clause 124 of Schedule 2 of the Road Transport (Vehicle Registration) Regulation 2007, the colour of the warning light must be amber or yellow. Different shades of amber or yellow may be used on the bar unit within the boundaries set by clauses 2.29.2 and 2.29.3 of the UN ECE Installation of lighting and light-signalling devices regulation 48 [available on the UNECE website](#).

Despite the requirement for a 'bar unit', where an escort vehicle travels in front of an OSOM vehicle, a filter may be placed behind the warning light to reduce the light intensity directed towards the OSOM vehicle driver.

Rear window mounted electronic message board

As an alternative to an electronic message board installed as part of the warning light 'bar', an escort vehicle may have an electronic message board installed in the rear window of the vehicle provided that it

does not obstruct the view of the driver and no light from the electronic message board can be seen by the driver.

Messages programmed for the electronic message board must be amber coloured and limited to:

1. The width of the accompanied OSOM vehicle. E.g. "6 m wide load"
2. "Slow down"
3. "Warning road closed"

Installation of warning lights

For safety reasons and as best practice:

1. The warning lights must be permanently connected to the electrical system of the vehicle. Automotive connectors may be used for ease of disconnection and removal of the light.
2. Connection of the warning lights using alligator clips attached to the battery or using the cigarette lighter socket is not acceptable.
3. Under clause 37 of Schedule 8 HV(MDL) National Regulation, the warning lights must incorporate an on/off switch into the electrical system and be located within easy reach of the AEVD.

Warning lights to be on when operating

Under clause 38 of Schedule 8 of the HV(MDL) National Regulation, on an escort vehicle, the warning lights must be activated when undertaking escorting duties. The warning lights must be deactivated at all other times.

Demountable warning lights

Subject to meeting the above conditions, warning lights can be demountable.

Wig wag lights

Escort vehicles must also have "alternating flashing amber lights" known as wig wag lights.

"Wig wag lights" are two separate lights mounted on the front of the escort vehicle on the same horizontal plane no less than 500 mm above ground level and no more than 1000 mm above ground level, and equally space vertically from the centre of the vehicle no less than 500 mm.

Lights must have a maximum power of 55 watts output, flash momentarily in an alternating sequence, and be either:

1. Round with a minimum diameter of 150 millimetres and a maximum diameter of 180 millimetres; or
2. Rectangular with minimum dimensions of 100 millimetres by 50 millimetres and maximum dimensions of 180 millimetres by 100 millimetres.

Headlights on an escort vehicle

Under clause 28 of Schedule 8 of the HV(MDL) National Regulation, the low-beam on an escort vehicle must be switched on when undertaking escort vehicle duties including during daylight hours.

4.1.2 Radio communication system

Communication requirements

Each escort vehicle must have an ultra-high frequency (UHF) radio mounted in the vehicle that will allow the drivers of all vehicles to communicate effectively with each other.

Communication between all vehicles must be on the same channel or frequency and must be switched on when escorting the OSOM vehicle.

In this section “all vehicles” means the OSOM vehicle and the pilot and escort vehicles in respect of the OSOM movement.

Exemptions

Agricultural vehicles are not required to use UHF radio and Section 4.1.2 of these Operating Guidelines does not apply to:

1. An OSOM agricultural machine.
2. An OSOM combination that includes an agricultural vehicle.

4.1.3 Warning sign specifications

An escort vehicle can only display a roof-mounted warning sign during an OSOM movement as required by the OSOM Permit. A warning sign on an escort vehicle must comply with the following specifications.

NOTE 1: Providers who have executed their Agreement before the commencement of these guidelines will be required to ensure that the warning sign on their escort vehicles comply with the requirements of section 5 within 12 months of the commencement of the scheme. In the 12 month period prior to obtaining the relevant sign, providers must ensure that any warning sign on the roof of the escort vehicle complies with the pilot vehicle warning signs under Schedule 8 of the HV (MDL) National Regulation.

Face of a warning sign

Consistent with clause 41 of Schedule 8 of the HV (MDL) National Regulation, the warning sign must have a yellow surface that complies with Class 1 or 2 of Australian/New Zealand Standard (AS/NZS) AS/NZS 1906.1:2007, “Retro-reflective materials and devices for road traffic control purposes”, as amended and in force at the commencement of Division 2 of Schedule 8 of the HV (MDL) National Regulation.

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

The outermost edge of the border must be set at least 10 millimetres in from the sign edge, unless the sign has been manufactured with boxed edging.

The roof mounted warning sign must display the manufacturer’s name or logo, date of manufacture, the brand and class of retro-reflective material used, in block letters between 3 millimetres and 10 millimetres high. The marking may appear in any visible location on the sign, except in a bottom corner of a sign.

Material for a warning sign

Consistent with clause 42 of Schedule 8 of the HV (MDL) National Regulation, a roof mounted warning sign must be made of stiff, flat, weatherproof material. Examples of this include zincalume (at least 0.8 millimetres thick) or aluminium (at least 1.6 millimetres thick).

A roof mounted warning sign must be maintained in a serviceable condition so that it is easily read by other road users.

Size and shape of a warning sign

Consistent with clause 49 of Schedule 8 of the HV (MDL) National Regulation, a roof mounted warning sign on an escort vehicle must be at least 1200 millimetres long and at least 600 millimetres high.

Message on a warning sign

Consistent with clause 50 of Schedule 8 of the HV (MDL) National Regulation, the front and back of a warning sign mounted on an escort vehicle must display the words:

1. "OVERSIZE LOAD", in black upper-case lettering at least 150 millimetres high, conforming with Australian Standard (AS) AS 1744-1975, Forms of letters and numerals for road signs, in typeface Series C(N); and
2. "ESCORT" in black upper-case lettering at least 200 millimetres high, conforming to standard AS 1744-1975, Forms of letters and numerals for road signs, in typeface Series D(N).

The space between the bottom of the word "OVERSIZE LOAD" must be at least 370 millimetres from the bottom edge of the sign.

The space between the bottom of the word "ESCORT" must be at least 80 millimetres from the bottom edge of the sign.

Figure 4 - Escort Vehicle Warning Sign



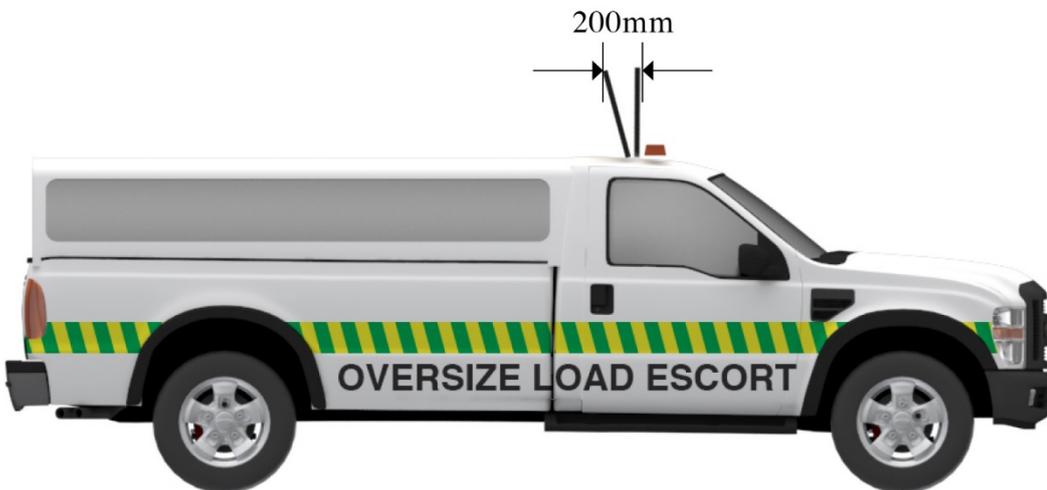
Figure 5 - Escort Vehicle Warning Sign on Vehicle



Mounting of a warning sign

Consistent with clause 51 of Schedule 8 of the HV (MDL) National Regulation, a warning sign on an escort vehicle must not tilt back so there is more than 200 millimetres measured horizontally from the top of the sign to a vertical line running through the bottom of the sign.

Figure 6 - Maximum tilt of a roof mounted warning sign



Keeping warning signs clean

Consistent with clause 43 of Schedule 8 of the HV (MDL) National Regulation, warning signs must be maintained and cleaned so that it can be easily read by other road users in both day and night conditions.

4.1.4 Escort vehicle livery

Apart from the requirements in this section, an escort vehicle may only have additional wording providing contact details of the provider of escort vehicle services.

Escort vehicle colour

Roads and Maritime recommends that vehicles be mainly white as statistically, white is the safest colour. It is easier to see than any other colour at night, during the day and in overcast conditions. Other light colours are also seen as safe. Colours such as black, blue, grey, green, red and silver are lower on the visibility index and may be associated with a higher crash risk.

Roads and Maritime will not enforce the colour of escort vehicles to allow flexibility for industry. Roads and Maritime recommends selecting mainly white vehicles if updating or increasing an escort vehicle fleet.

Roads and Maritime will closely monitor colour requirements during the early stages of the OSOM EVDS. Any changes as a result of this evaluation will be introduced in close consultation with Scheme participants

Escort vehicle badging

The words "OVERSIZE LOAD ESCORT" must appear towards the front edge on the bonnet in upper-case lettering 150 millimetres high or as large as possible given the space available on a yellow fluorescent background at least 200 millimetres wider than the lettering made of Class 1 minimum retro-reflective material (conforming with standard AS1744-1975, Forms of letters and numeral for road signs in typeface C (N)). Shadowing, italics, other lettering and stylising effects are not permitted.

The rear bumper of the escort vehicle will have a 200 millimetres high retro-reflective strip consisting of a 60 degree chevron pattern with alternating orange and yellow fluorescent stripes. The words "OVERSIZE ESCORT" must appear on the middle of the bumper in white on fluorescent green background lettering on white background using retro-reflective material. The typography will be similar to that in the sides and lettering size as large as possible, covering approximately one third of the straight length of the bumper. Figure 3 below shows the pattern and colour scheme. The width of the yellow and orange stripes (shown below) will be of an equal width of 100mm.

The words "OVERSIZE LOAD ESCORT" must appear on both sides of the vehicle, approximately 100 millimetres below the alternate yellow and green strip described above or just below the middle of the door panel in upper-case lettering 150 millimetres high or as large as possible given the space available, conforming with standard AS 1744-1975, Forms of letters and numerals for road signs, in typeface Series C (N) made of high grade fluorescent retro-reflective material.

In addition the escort vehicle may have four brightly coloured red or yellow triangular flags no more than 200 millimetres by 300 millimetres fixed at each at each side of the front and rear of the escort vehicle.

NOTE 1: Providers who have executed their Agreement before the commencement of these rules will be required to ensure that their vehicles comply with the requirements of section 6 within 12 months from the commencement of the scheme.

Figure 7 - Rear markings on an escort vehicle



Escort vehicle marking

The escort vehicle will have high visibility markings along both sides of the vehicle as indicated in figure 6. The side vehicle markings will consist of alternate fluorescent green and yellow parallel stripes made of Class 1 minimum retro-reflective material.

The side vehicle markings will be installed at or just below the horizontal centreline of the vehicle and will be continued as close to the rear lamp and the front head lamp of the vehicle as possible.

The front and rear wheel arches and any vehicle fittings (e.g. any light assembly, door handle) must be cut out from the vehicle markings.

4.2 Traffic control and safety equipment

An escort vehicle must carry as a minimum, all the items in this section.

4.2.1 A traffic control sign or bat

1. STOP-SLOW bat complying with the standard AS 1743, with a STOP banner in white retro-reflective letters and border on a red retro-reflective background on one side and a SLOW banner in black retro-reflective letters and a border on a yellow retro-reflective background on the other side; or
2. STOP-STOP bat, and a SLOW-SLOW bat complying with the standard AS 1743 where:
 - The STOP-STOP bat has a STOP banner in white retro-reflective lettering and border on a red retro-reflective background on both sides;
 - The SLOW-SLOW bat, with a SLOW banner in black retro-reflective letters and border on a yellow retro-reflective background on both sides.
3. A traffic control sign or bat must be of either 450 millimetres or 600 millimetres diameter and suitable for use both during daylight and hours of darkness.
4. Retro-reflective materials used for a traffic control sign or bat must:
 - Comply with or exceed the standard AS 1906.1 – Retro-reflective Materials and Devices for Road Traffic Control Purposes Part 1: Retro-Reflective Materials;

- May be covered with a transparent, protective overlay film, provided the retro-reflective properties are not reduced by more than 10 per cent and the film must not reflect light that will detract from the light reflected from the base material.

4.2.2 Traffic cones

Six (6) traffic cones that comply with standard AS 1742.3, Section 3.9.1 must be carried. The cones will be 700 millimetres in height; of fluorescent red or yellow colour and fitted with a white retro-reflective band that covers the middle third of the surface of the cone.

4.2.3 Warning triangles

Three (3) safety hazard warning triangles which comply with the standard AS 3790, incorporating European Union/United Nations (EU/UN) specification United Nations Economic Commission for Europe (UNECE) 27R (UNECE Regulation 27 in Transport).

4.2.4 Fire extinguisher

A 2.5 kilogram type ABE dry powder fire extinguisher with a valid certificate and approved to AS/NZS 1841.5 standard, securely mounted in the vehicle to prevent its becoming a projectile in a crash.

4.2.5 Flashlight

A flashlight with an orange signal tube (commonly known as a wand).

4.3 Clothing for AEVDs

Under the Work Health and Safety Act 2011 the Provider and AEVD have a duty to take all reasonably practicable steps to ensure the health and safety of all persons impacted by the operation of escort vehicle services. Section 17 provides that this duty requires Providers and AEVDs to eliminate or minimise the risks to health and safety. Further Chapter 3 of the Work Health and Safety Regulation 2011 contains requirements for the identification, management and control of risks.

In developing safety management plans and safety management systems, matters relating to the protection and welfare of participants in the scheme when undertaking an appropriate risk assessment may include protective clothing and equipment. The clothing requirements in this section are provided as guidance. Roads and Maritime suggests that the clothing worn by an AEVD should be in a good, neat and presentable condition and easily visible during both daylight and hours of darkness. Other measures for the protection of scheme participants such as sunscreen may also be considered.

4.3.1 High visibility vest

A high-visibility vest may be worn by an AEVD whenever outside the vehicle during the trip and particularly when performing traffic control duties. The vest may be worn as an outer garment.

The vest may be constructed of the following material and design:

1. Fluorescent material with the words 'AUTHORISED ESCORT DRIVER', in upper case lettering, may be centrally placed across the full width of the front and back, in retro-reflective material that is fluorescent red or orange in colour during daylight and white in colour when exposed to artificial light.
2. Alternatively a fluorescent sign may be affixed to the front of a shirt or vest when outside the vehicle. The words 'AUTHORISED ESCORT DRIVER', in upper case lettering, may be centrally placed across the full width of the front and back.
3. 100 millimetres wide strips of the red/orange retro-reflective material may be used which may be edged with a 50 millimetre strip or two 25 millimetre strips of silver/white retro-reflective binding to aid visibility.

4. The vest colours, fabric fluorescence, and retro-reflectivity must meet the requirements of standard AS 1906.4 - Materials and Devices for Road Traffic Control Purposes, Part 4.

4.3.2 Gloves

An AEVD may wear gloves when performing traffic control duties either from or outside of the escort vehicle. The gloves may be constructed of the following material and design:

1. White or florescent material with strips of silver/white retro-reflective to aid visibility.
2. The glove colours, fabric fluorescence, and retro-reflectivity must meet the requirements of standard AS 1906.4 - Materials and Devices for Road Traffic Control Purposes, Part 4.

4.3.3 Head protection

Head protection may be worn by the AEVD when alighted from the escort vehicle. Examples of head protection gear which may be used include:

1. A hat or cap that is either of a fluorescent red/orange colour with either a stiff brim at least 80 millimetres wide and or a legionnaire type neck flap made of fluorescent fabric; or
2. A highly visible safety helmet or cap complying with standard AS 1800 – Safety Helmets, with the option of an attached brim at least 80 millimetres wide, and or a legionnaire type neck flap made of fluorescent fabric.

4.3.4 Safety footwear

Safety footwear protection may be worn by an AEVD while accompanying an OSOM vehicle and performing traffic control. The safety footwear must comply with standard AS 2210, Occupational Protective Footwear.

5.0 Further reading and links

Further details and documents concerning the OSOM EVDS including helpful links are available on the [Roads and Maritime website](#).



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