

**PORT OF TOWNSVILLE LIMITED**  
**PILOT / ESCORT VEHICLE POLICY & PROCEDURE**

**Introduction**

This document specifies the requirements for a vehicle being used as pilot or escort vehicle and outlines the responsibilities of Nominated Persons (pilots/escorts) accompanying Oversize vehicle/plant/equipment (OVPE) travelling on Port roads under an Oversize vehicle/plant/equipment permit.

While it is not possible to provide instructions to cover every type of situation, compliance with the intent of the requirements in this document should ensure the safe movement of vehicles operating under a permit in any situation.

**Application**

1. This procedure applies to a person who is performing a pilot/escort operation and is a Nominated person, listed on the Port of Townsville Limited register, in accordance with this procedure.
2. Where the person mentioned in one (1) above is performing a pilot/escort operation in a vehicle that is fitted with amber rotating roof lights.

**Pilot / Escort Roles and Responsibilities**

**Pilot /Escort Roles**

1. To preserve road safety and to direct pedestrians or traffic to facilitate the safe movement of OVPE in order to minimise inconvenience to other motorists and to ensure that no damage is caused to property.
2. Ensure the OVPE operating under any permit and requiring a pilot/escort vehicle is operated in accordance with the conditions of the permit.
3. Provide a visual advance warning by means of signs or warning lights to other road users of the approach of an OVPE using the road.
4. Assess and inform OVPE driver of potential hazards.
5. Provide rear and side vision when required due to load width or length.

**Pilot / Escort Responsibilities**

1. A person conducting a pilot/escort operation must inform themselves of the dimensions, driver requirements and vehicle/plant/equipment operational requirements including permit conditions, prior to the movement of the oversize vehicle/plant/equipment.
2. A pilot/escort operator must not accompany an OVPE except where the vehicle/plant/equipment is permitted to move by virtue of a permit.
3. Where a pilot/escort operation requires more than one (1) pilot/escort vehicle, the lead pilot/escort has final control of the safe movement of the OVPE being accompanied.

**Driving a Pilot / Escort Vehicle**

1. The driver of a vehicle to which this procedure applies must not operate as a pilot/escort unless the person is a Nominated person listed on the Port of Townsville Limited Pilot/Escort register.
2. The person does not hold a probationary license.
3. The driver of a pilot/escort vehicle must operate in accordance with permit conditions.

**Checks prior to Movement**

Prior to commencing travel the Pilot/Escort must check the following-:

**a. The Permit**

1. Dates are correct
2. Dimensions are correct
3. Route to be taken and all parties know the route including any special conditions or requirements (e.g. travel down centre line of road at certain points).
4. Conditions imposed for the operation as specified (e.g. Traffic Management Plan).
5. Starting time of move as planned and agreed between parties involved in the movement.

**b. Oversize Vehicle - Pilot / Escort Vehicle**

1. Signs, warning lights are in accordance with permit requirement.
2. Load is secured in accordance with permit.

**c. Driver's License**

1. Motor vehicle driver's licence of the pilot/escort and drivers of the oversize load are correct and current.

© Port of Townsville Limited A.C.N 130 077 673	Document Type	Procedure	Document No.	MS 159
Only electronic copy on server is controlled. To ensure paper copy is current, check revision number against entry in Qudos - Master Document List			Revision	2
			Date	21/01/09
			Page	1 of 2



**d. The Route**

1. Before an OVPE is driven along any route, the person performing the pilot/escort operation must ensure the driver and/or operator of the OVPE have satisfied themselves that the route has been assessed and the oversize load can be driven along it without issue.
2. A vehicle must not be driven along a route if to do so would be likely to cause-:
  - a. Disruption to telecommunications, electricity, rail, gas, water or sewerage;
  - b. Damage to a road structure, rail crossing or traffic signs.
3. The Pilot/Escort must check the nominated route is trafficable and will not be affected by things such as road closures or road works.
4. The driver of any Pilot/Escort vehicle cannot authorise themselves or anyone else to disobey any traffic regulation.

**5. Controlling Traffic or Pedestrians**

Duties of Pilot / Escort Vehicle Driver include-:

1. Driver of a Pilot/Escort vehicle is permitted to perform traffic management control only when accompanying an OVPE.
2. Driver of a Pilot/Escort vehicle performing traffic control is limited to using hand signals or hand gestures, or oral direction to direct drivers, riders or pedestrians.

**6. Requirements for Pilot/Escort Vehicle**

1. Pilot/Escort vehicle must have a warning light.
2. Pilot/Escort vehicle must have a warning light that emits a rotating, flashing yellow coloured light.
3. Warning light must be clearly visible at a distance of 500m in all directions.
4. Warning light must not be a strobe light.
5. Pilot/Escort vehicle low beam headlights must be switched on when it is accompanying and OVPE in the daytime.
6. Signs oversize and load ahead must be on front and rear of signage on the roof of the Pilot/Escort vehicle.
7. The warning sign must be at least 1200mm long and 600mm high.
8. Pilot / Escort vehicle must not tow a trailer or any another vehicle or carry a load.

**Dictionary**

**Nominated person:** means person registered on Port of Townsville Limited register.

**Pilot/Escort Operation:** includes any operation where a Pilot/Escort vehicle accompanies an oversize vehicle/plant/equipment in accordance with the permit.

**Pilot/Escort Vehicle:** means a motor vehicle being used to warn others other road users of the presence of an oversize vehicle/plant/equipment.

**Hand Gestures:** Means a direction given by an authorise person to direct traffic or pedestrians and is not a hand signal.

**Lead Pilot/Escort Vehicle:** means where there is more than one (1) Pilot/Escort vehicles required, the driver of the forward Pilot/Escort vehicle is classified as the lead Pilot/Escort.

**Oversize:** Oversize vehicles are unusually wide, high, or long - or a combination of these attributes. Because of their dimensions, oversize vehicles can create a hazard for unwary motorists. To avoid this problem, the Port requires safety measures for oversize vehicles. These safety measures include the addition of one or more 'pilot' or 'escort' vehicles.

Driver's Licence Number: ..... Type: .....

Name: ..... Company: .....

Mobile Phone No: ..... Company Phone No.: .....

Signature: ..... Date: .....

© Port of Townsville Limited A.C.N 130 077 673	Document Type	Procedure	Document No.	MS 159
Only electronic copy on server is controlled. To ensure paper copy is current, check revision number against entry in Qudos - Master Document List			Revision	2
			Date	21/01/09
			Page	2 of 2