

# POLICY

## V7 Tyre Management

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REV	Date	Status / Description of Changes
01	05/08/2019	Updating all laws/regulations dates to the current standard. Adjusting template, for a more clear layout.
02	14/08/2020	Updated Template Minor changes
03	07/12/2020	Minor adjustment to template
04	01/11/2021	Minor adjustment to template, laws/regulations checked

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### Requirement

To monitor tyre usage and maintain tyres in a serviceable and roadworthy condition.

### Policy

The Company ensures the management and use of tyres is undertaken in a safe, efficient and environmentally responsible manner and that tyre selection, condition and replacement against vehicle usage. Including:

- Tyre selection considering vehicle type and operating conditions
- Tyre monitoring of trends in wear, damage and age

In accordance with requirements V1 and V2, tyre condition is visually checked for damage, wear and pressures as part of the daily walkaround check and fully examined at periodic safety inspections. A procedure must be in place to rectify any defects identified.

Tyre maintenance is Undertaken by a tyre fitting service - a formal written contract or other supporting documentation must be evidenced

Tyre recycling and disposal must be conducted in accordance with local waste regulations.  
Tyre reports must be reviewed and retained, and the quality of any contracted work must be monitored.

### Procedure for replacing tyres

All drivers to:

1. Report when tyres fall below 4mm
2. Report when there is damage to the tyre
3. Report when a tyre needs to be replaced on the roadside
4. Carry out re-torqueing according to the licence undertakings – see Driver Handbook

The responsible person will:

1. Check PMI sheets as soon as they are complete
2. Record tread depth
3. Change tyres when the reach 3mm using the tyre contractor
4. Contact the contractor to arrange supply and removal of the tyres in question
5. Record time/date of tyre change
6. Ensure re-torqueing is carried out according to the licence undertakings – See Driver Handbook

### Compliance means that each tyre and/or wheel on the vehicle must at all times:

1. Be suitable for the particular vehicle, i.e. correct size and load rating for each individual Critical Defects axle weight
2. Be inflated to the correct pressure
3. Be correctly matched in pairs (size and rating)
4. Be a minimum of 1.6mm across the central three quarters of the tread and around the entire circumference for light motor vehicles. The remainder of the tread must have visible grooves
5. Be a minimum of 1.0mm across three quarters of the tread and around the entire circumference for medium and heavy motor vehicles (over 3.5t) the remainder of the tread must have visible grooves
6. Have no break or cut that is of a length of more than 25mm (one inch) or 10% of the sectional width of the tyre and that no such cut is deep enough to reach the tyre's ply's or cords
7. Do not show any signs of separation, i.e. lump, bulge or tear (especially rethreads).
8. Have wheel nuts that are tight and secure in compliance with the manufacturer's recommendations. If the wheel has been removed from the hub for any reason the wheel must be properly refitted and the retaining nuts tightened to the correct torque
9. That after a wheel has been replaced the wheel nut torque must be re-checked after 50Kms but before reaching 250Kms. This check is to be recorded and handed to the office.

Driver specific policies can be found in the driver handbook under Tyre and fuel, Driver Standards

Policy, procedure, records and data relevant to tyre management is:

- Documented and reviewed in accordance with requirement M1
- Reviewed to identify trends and retained in accordance with requirement M2
- Communicated in accordance with requirement M5, in particular tyre safety, tread depth tolerance and pressures

*Thomas Barrett – Director*

