

INFRINGEMENT TYPE	INFRINGEMENT PRINTOUTS	INVESTIGATE & RECORD	INVESTIGATE & NOTE VIOLATION	INVESTIGATE & DISCIPLINARY
WTD/RTD INFRINGEMENTS	DISCUSS & SIGN	1 PER 10 SHIFTS	2 – 5 PER 10 SHIFTS	6 OR MORE PER 10 SHIFTS
EU INFRINGEMENTS	DISCUSS & SIGN		1 PER 10 SHIFTS	2 OR MORE PER 10 SHIFTS
INCORRECT USE OF MODE SWITCH			ANY INCIDENT	OPTIONAL TO START WITH DISCIPLINARY
FAILURE TO EVIDENCE DAILY WALK AROUND 15 MINS			ANY INCIDENT	OPTIONAL TO START WITH DISCIPLINARY
CARD DOWNLOADING (ADMIN)		OVER 7 DAYS	OVER 14 DAYS	OVER 28 DAYS
DRIVING WITHOUT CARD / FALSIFICATION		DEPENDS UPON TYPE, SEVERITY AND CIRCUMSTANCES OF OFFENCE – ANYTHING FROM TRAINING AND VERBAL TO GROSS MISCONDUCT!		
DRIVING WITH EXPIRED LICENCE/S		INVESTIGATE & DISCIPLINARY - FINAL WRITTEN TO GROSS MISCONDUCT		
OVER LOADING, WEIGHT DISTRIBUTION		NOT APPLICABLE	NOT APPLICABLE	ANY ONE INCIDENT