

LEVEL 3 SUBMISSION POLICY

Introduction

L Lynch Plant Hire & Haulage Limited operates and maintains heavy plant machinery nationally across 2 depots. Each depot is scaled with a dedicated service team that provides Level 1 and limited Level 2 support. Hemel Hempstead HO is resourced to deliver Levels 1, 2 and 3 maintenance and repair.

Classification & Definition

Classification of the levels of maintenance and their definitions are:

- Level 1 maintenance is the preparation and basic rectification of equipment for use. It may include such operations as functional testing, replenishment, maintenance, minor modification, fault diagnosis and corrective maintenance by replacement, adjustment or minor repair including PDI. It may also include maintenance by replacement, adjustment or minor repair including fault diagnosis and minor authorised modifications, within specified times, normally within 4 hours at the casualty.
- Level 2 maintenance is maintenance in greater depth than level 1. It includes such operations as repair, partial reconditioning and modification requiring special skills or special equipment; but which is short of complete strip, reconditioning and re-assembly.
- Level 3 maintenance is that maintenance which is full reconditioning, major conversions, or major repairs.

Lines of equipment support

The balance between engineering resources and operational need is a compromise achieved by a number of lines of repair support. These are progressively better equipped and carry out more in-depth tasks. The line of equipment support is associated with two main aspects, the operational need for immediacy of repair support to the client and the extent of engineering resources required.

The lines of equipment support are:

- 1st Line support is delivered at depot. They will level undertake Levels 1 and 2 maintenance. They may be required to submit machines to Hemel Hempstead for Level 3 maintenance. Refer to the Level 3 Submission Procedure SP30.
- 2nd Line. Hemel Hempstead Depot takes responsibility for providing maintenance support for all L Lynch Plant Hire & Haulage Ltd depots and is equipped to undertake Level 3 maintenance and repair. Refer to the Level 3 Submission Procedure SP30.

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This policy will be communicated to all employees and organisations working on our behalf and displayed at our offices and on our intranet. This policy is available to defined interested parties.

This policy will be reviewed annually or sooner by senior management to ensure its suitability. Where necessary it will be amended, reissued and communicated to all employees and people working on its behalf.



Liam Lynch, Managing Director

Date: 30/01/2020

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