

1. Introduction

L Lynch Plant Hire and Haulage regularly replace plant machinery and equipment to ensure the fleet in use by the business is fit for purpose, reliable and to maximise hire profit.

The Group Buyer has overall management responsibility for ensuring the sale (or possible hire) of such items is conducted in accordance with this procedure.

2. Responsibilities

Depot Manager	Authorise request to use a Sold plant item
Group Buyer	Overall management responsibility

3. Scope

This procedure is to be used for items of plant that have been identified for sale.

4. Detailed procedure

- 4.1 Senior Management will inform the Group Buyer and the holding Depot Manager once an item of plant has been identified for sale.
- 4.2 The status of the item(s) of plant must be changed to Sold on Syrinx.
- 4.3 The item of plant will be made ready for sale, and viewings arranged with potential buyers by the Group Buyer.
- 4.4 Depot Managers will ensure that the item(s) of plant is **NOT** used for hire and that it is kept in a fit and proper state until it has been collected by the new owner(s).
- 4.5 It is recognised that on occasion (usually during busy periods) there may be a need to hire a Sold item of plant. In such an instance, the Hire Controller should complete Form LF151 and pass to both the Depot Manager and Group Buyer seeking authorisation **PRIOR** to the item being hired out.
- 4.6 If authorisation is granted, the status of the item(s) of plant will be changed to 'Available' on Syrinx to allow the item to be hired out in accordance with SP07.

Owner: Group Buyer	Version: 2	WP20
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