

# Deirdre Sinnott

Health and Safety Authority

# Employer Controls

## Managing Driving For Work

Deirdre Sinnott

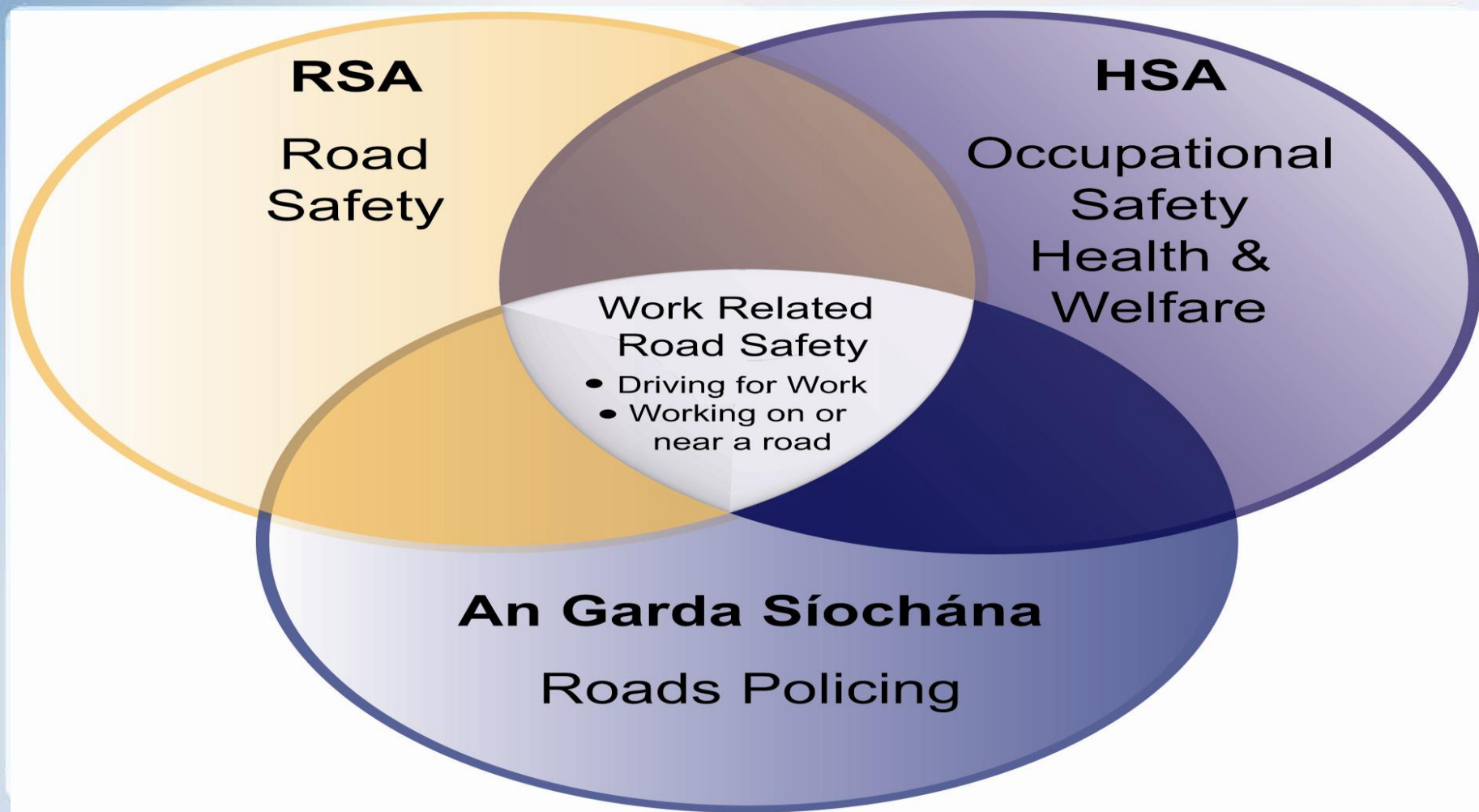
*Senior Inspector*

Work Related Vehicle Safety Program

© Health and Safety Authority



# The HSA Role





# ***Managing the Risk***

***Top down approach***

***What does this***

- Look like?***
- Feel like?***

***How can you achieve it?***





# Employer Resource

- ✓ **Vehicle checklist**
- ✓ **Procedure for collisions**
- ✓ **Incident Recording form**
- ✓ **Driving for Work Checklist**



**The Road Safety Authority  
and  
The Health and Safety Authority**



**SAFE DRIVING FOR WORK  
CD-ROM**



# Managing Driving for Work







# Risk Assessment





# Vehicle Questions

- How many?
- What type?
- How many employees drive for work?
- Who drives what?
- How many Km driven per year?
- How many?
  - Collisions
  - Incidents
  - near misses







# Vehicle Management Procedures

- **Selection**
- **Authorisation**
- **Preventative maintenance**
- **Routine checks**
- **Incident reporting system**
- **Manage Specific risks**



# Van & LGV Driver Walkaround Checks

## In Cab Checks

- Check driving controls, seat position & safety belt
- General housekeeping & cleanliness of cab
- Remove any obstructions or loose material especially in the foot well
- Turn on engine & check all instrument gauges & warning lights working
- Tachograph: Calibrated, correct hours & speed limiter plaque displayed (where applicable)
- Wipers, washers, horn, demister & temperature controls working correctly
- Steering & brakes working correctly
- Ensure safety belts accessible & working
- Hi-Viz jacket/vest accessible in cab

## External Checks

- Vehicle sitting square & not leaning to one side
- Check underneath front of vehicle for fluid leaks
- Bumpers (Front & Rear) in good condition
- Exhaust: No excessive noise or smoke
- Number plates (Front & Rear): In place, visible & clean
- Fuel cap seal: In place, in good condition & no leaks
- Check engine oil, coolant, windscreen wash and brake fluid for levels & leaks

## Load Security

- Vehicle loaded within load limits
- Load distributed evenly across axles
- Bulkhead in position
- Load secured properly (restraining equipment, straps, racking)
- Restraint equipment inspected: no damage, no loose racking bolts, etc.

## Mirrors & Windows

- Mirrors secure & aligned correctly
- Clean & in good condition
- View not obstructed e.g. by stickers, etc.
- Valid Insurance & Tax discs displayed

## Access

- Steps undamaged
- Good unworn surface
- Clean
- Doors working properly

## Lights, Indicators & Reflectors

- All in place
- Undamaged
- Working
- Clean
- Correct colour

## Wheels & Tyres

- Tyres correctly inflated
- Tyres correct tread depth
- Tyres undamaged: No abrasions, bulges or tears
- Road wheel nuts all in place, correctly fitted & secured
- Wheel nut indicators (if in use) correctly aligned







# Safe Driver





# Driver Management

- **Recruitment**
  - selection
- **Authorisation**
  - vehicles & activities
- **Formalised induction**
- **Ongoing training & improvement**
- **Driver well-being**
- **Supervision**





# Safe Workplace/Journey





# Journey Management

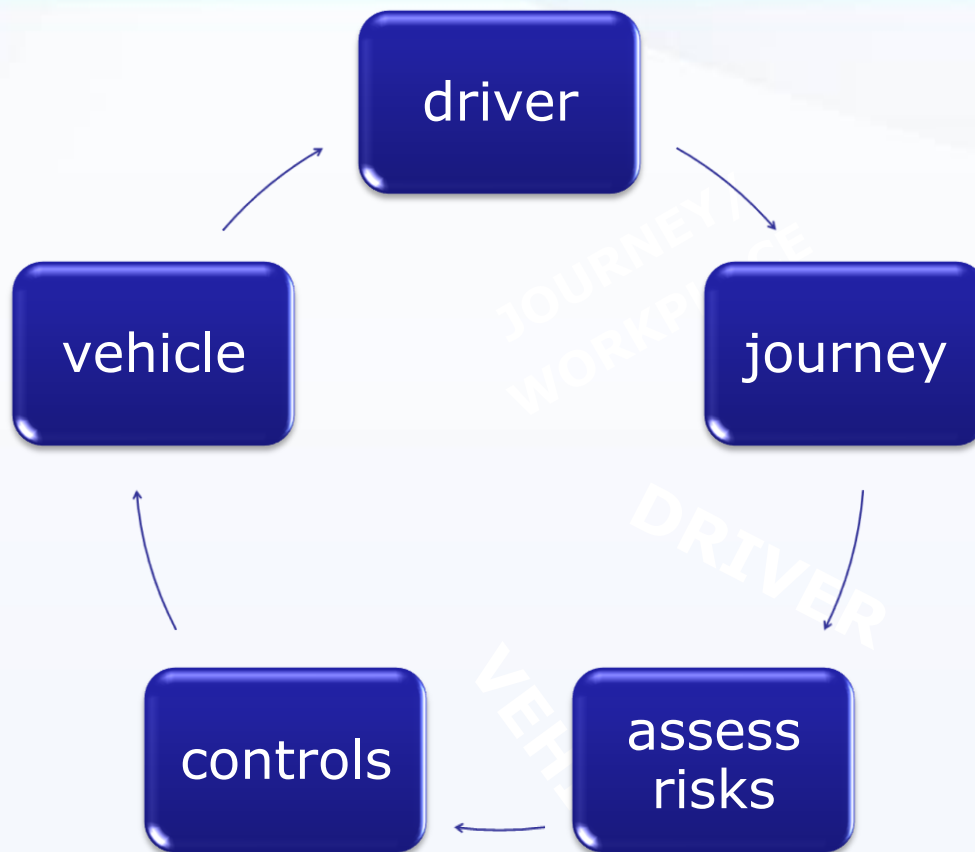
- Lone mobile workers
- Necessity to travel
- Meetings without moving
- Work scheduling
- Journey planning
- Route planning
- Emergency procedures





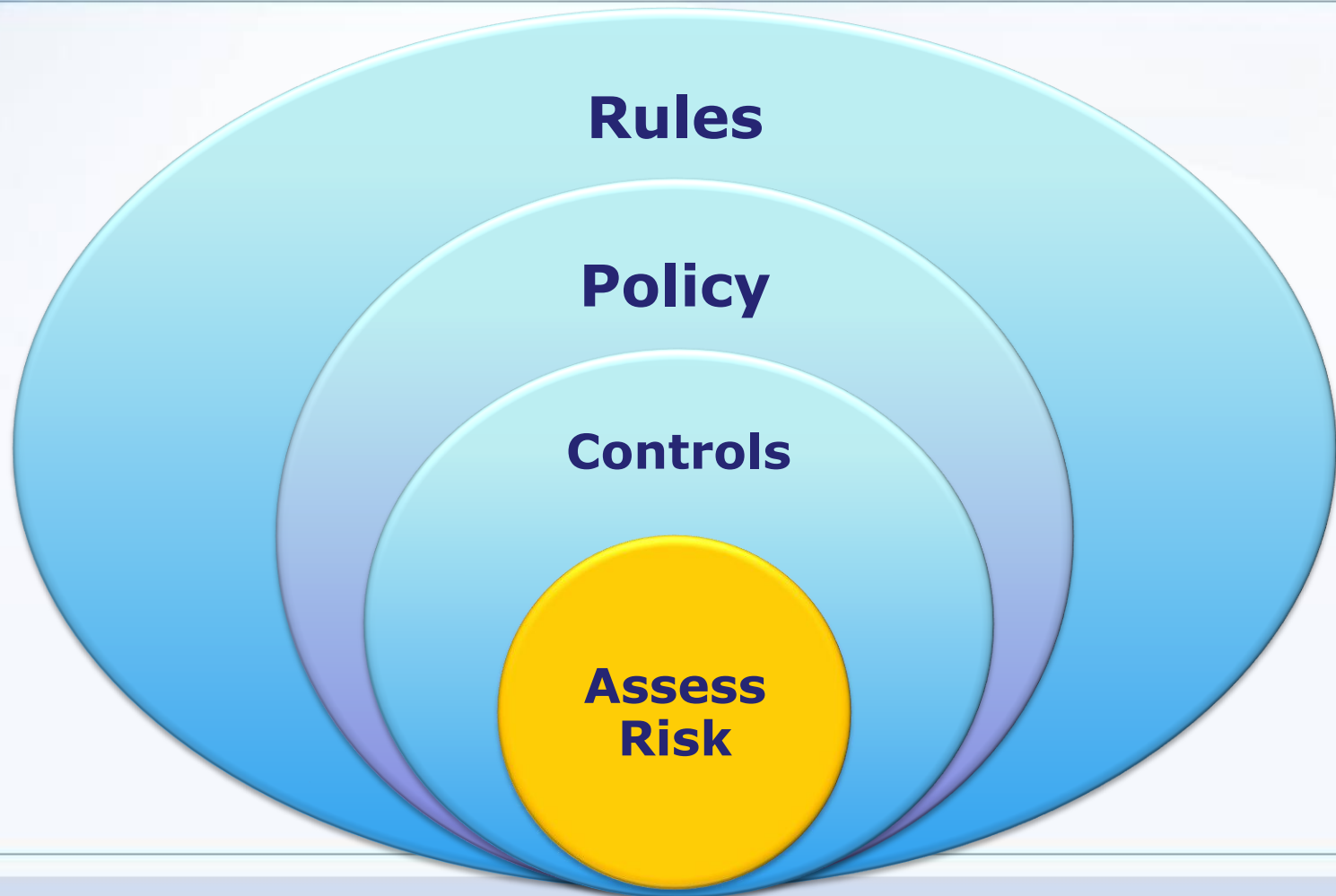


# Risk Assessment Building Blocks





# ***Managing Driving for Work***



# RULES

1. you CAN....

2. you CAN'T...

3. you CAN....

4. you CAN'T



# PREVENT

## Vehicle-Related Harm

