

# **Managing Vehicle-Related Risks**

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# Questions for you

- What is the **cost** of vehicle related incidents to your business?
- How many people injured?
- Extent of collateral damage?
- ID of vehicle related **risks**?
- Are risks being **managed**?
- What are your key **priority** risks?
- **What** is managed?
- What is management doing?
- Who monitors?





# Did you know?

- up to **half** of all workplace deaths involve vehicles
- **1 in 3 deaths** on Irish roads involves someone using a vehicle for work
- Driving for work is a **high risk** activity
- Company car drivers have a **50% higher collision rate** than private road users
- Most accidents are **avoidable** and **preventable**
- Accidents **cost more than twice** what you claim on insurance
- Accidents cost employers more than any other unbudgeted item
- **Driver error** involved in 90% of all road collisions
- **You are required by law** to manage vehicle related risks

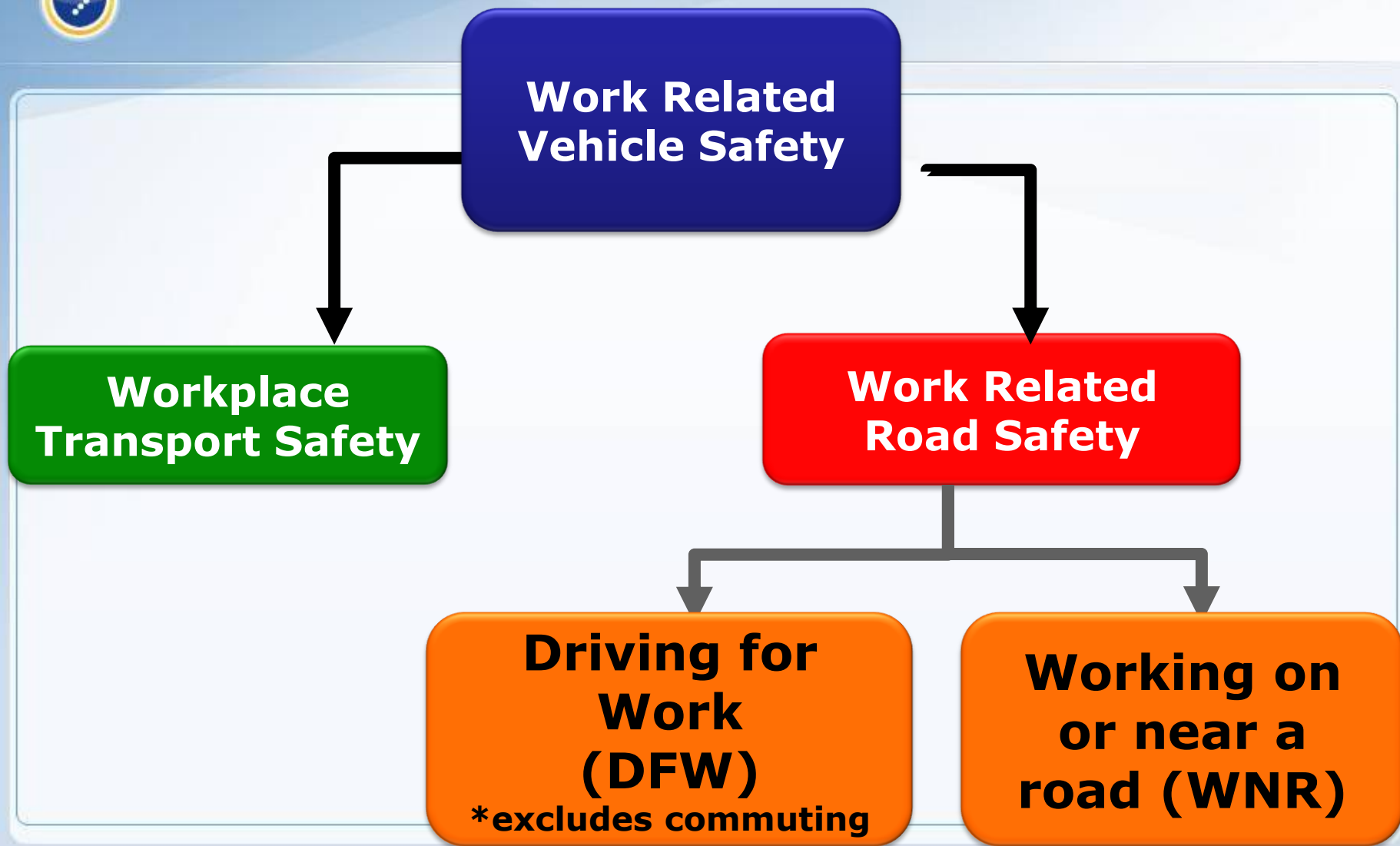




# Managing the Risk

- ✓ Legal landscape
- ✓ Duty of Care [key players]
- ✓ Government of plans to bring in a Corporate Manslaughter Act
- ✓ You need to review your preparedness
- ✓ Address both organisational and individual level issues.
  - Work related vehicle **policy** and procedures,
  - **Risk assessments**,
  - **Safety resources** to enable safe work practices e.g. driver's handbook, checklists, incident reporting, defect reporting
  - **Education/training** programmes
  - Appropriate **supervision**.







## Work Related Vehicle Incidents [HSA]

2003 – 2009 = **188** deaths.

About **1000 injuries** per annum in Transport sector

Most common causes:

- **being hit or run over by vehicles.**
- vehicle overturns
- hit by a vehicle part
- fell or were thrown from vehicle.

**Incidence higher in small businesses**





# High Risk Activities

- **Driving**
- Reversing
- Loading & Unloading
- Coupling and uncoupling
- Vehicle Maintenance & Repair
- Manoeuvring





# Road Collisions – Main Factors

- Speed<sup>h</sup>
- Impairment<sup>h</sup>
- Distraction<sup>h</sup>
- Personal Protection Equipment<sup>h</sup>
- Vehicle conditions
- Environment conditions

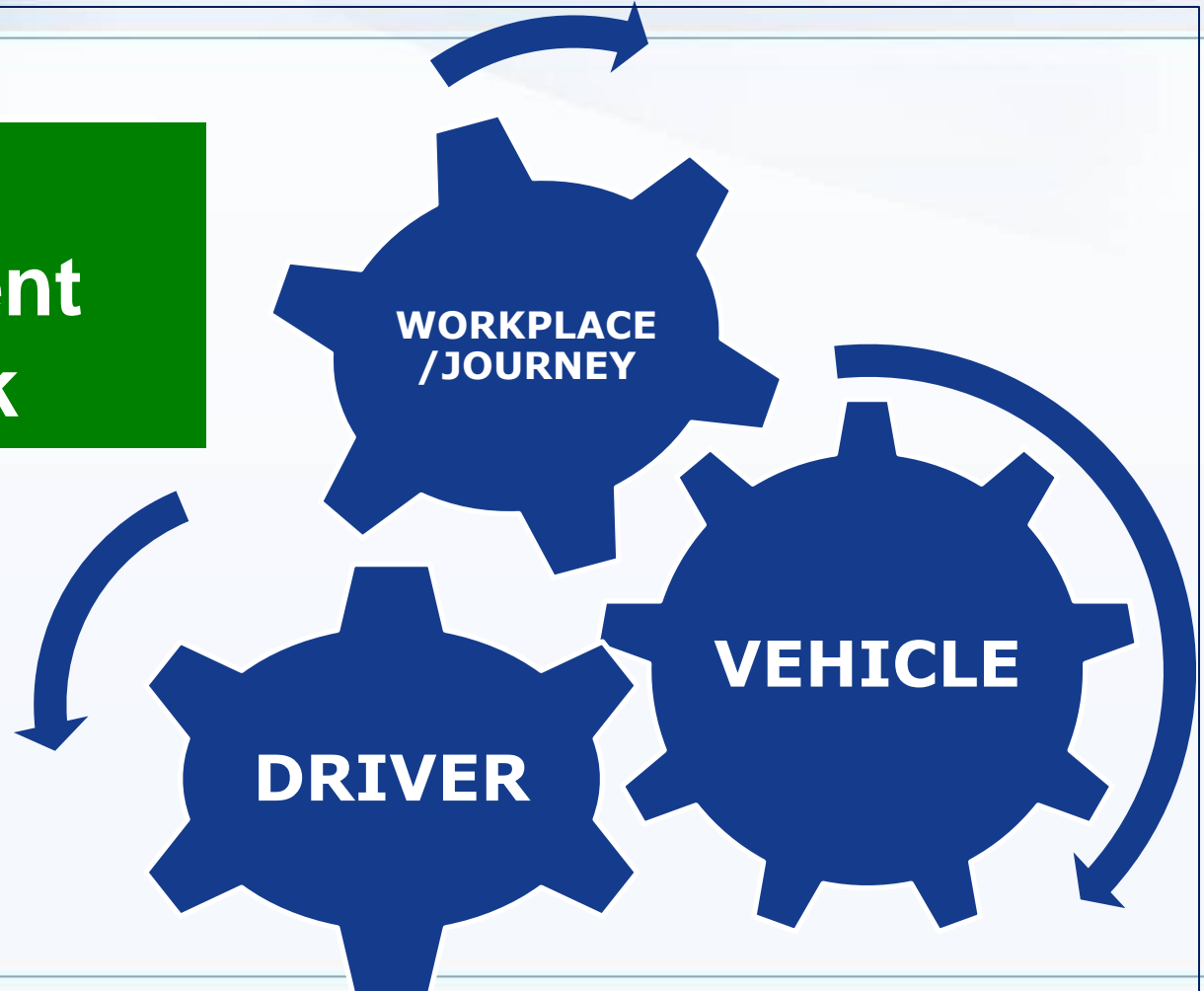
**Up to 70 deaths per year involving vehicles used for work purposes**





# Where do you start?

**Safety  
Management  
Framework**





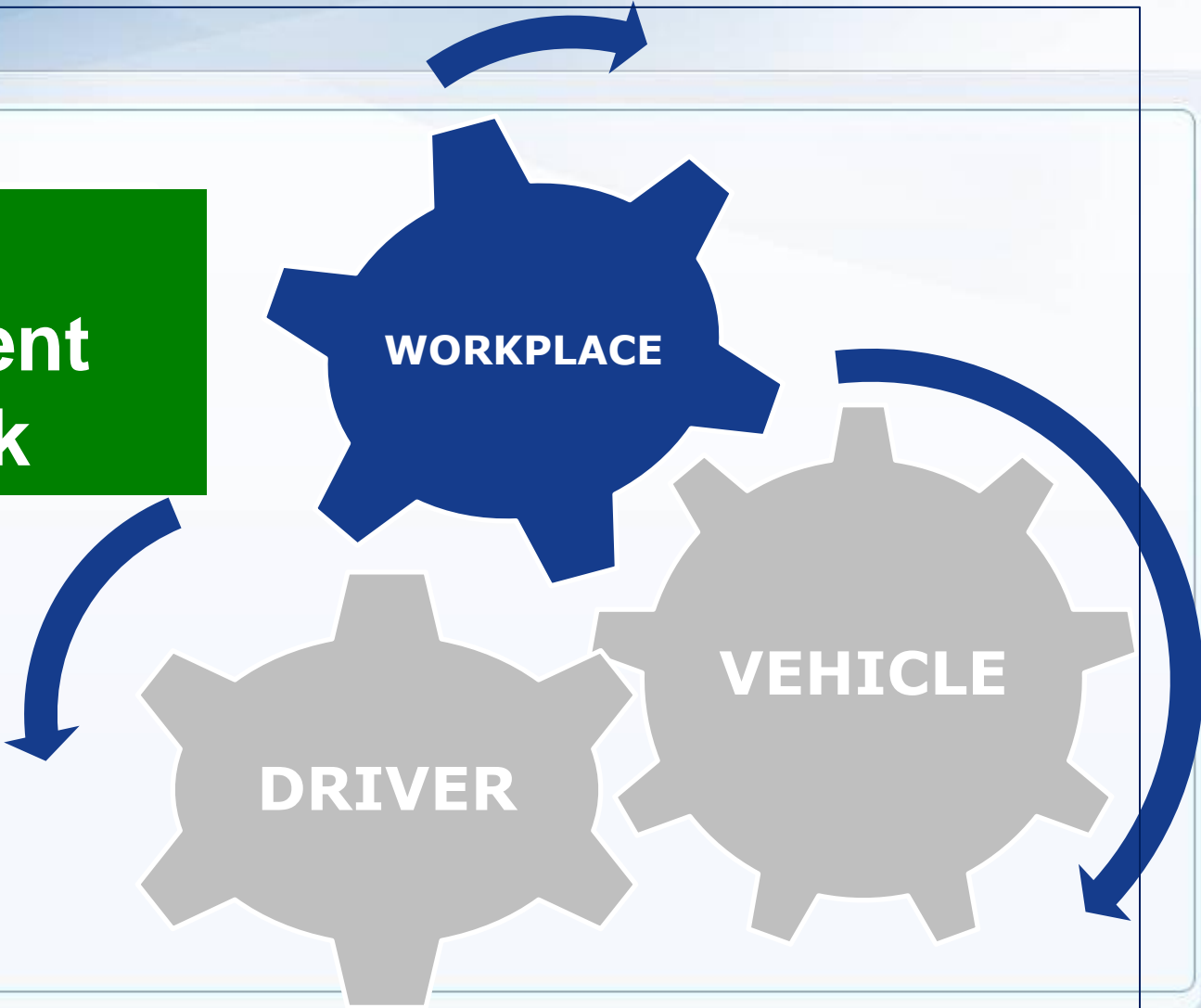
# Day to day

- Safety management system
  - Cover Employer-employee-contractors
  - Key elements
    - Safety statement
    - Risk assessment
    - Safety policy, procedures and rules
  - Promote safety message
  - Instruction, information and training
  - Monitoring system & Penalties





# Safety Management Framework





# Control Entry / Separate





# *Protect Structures / Light Areas*



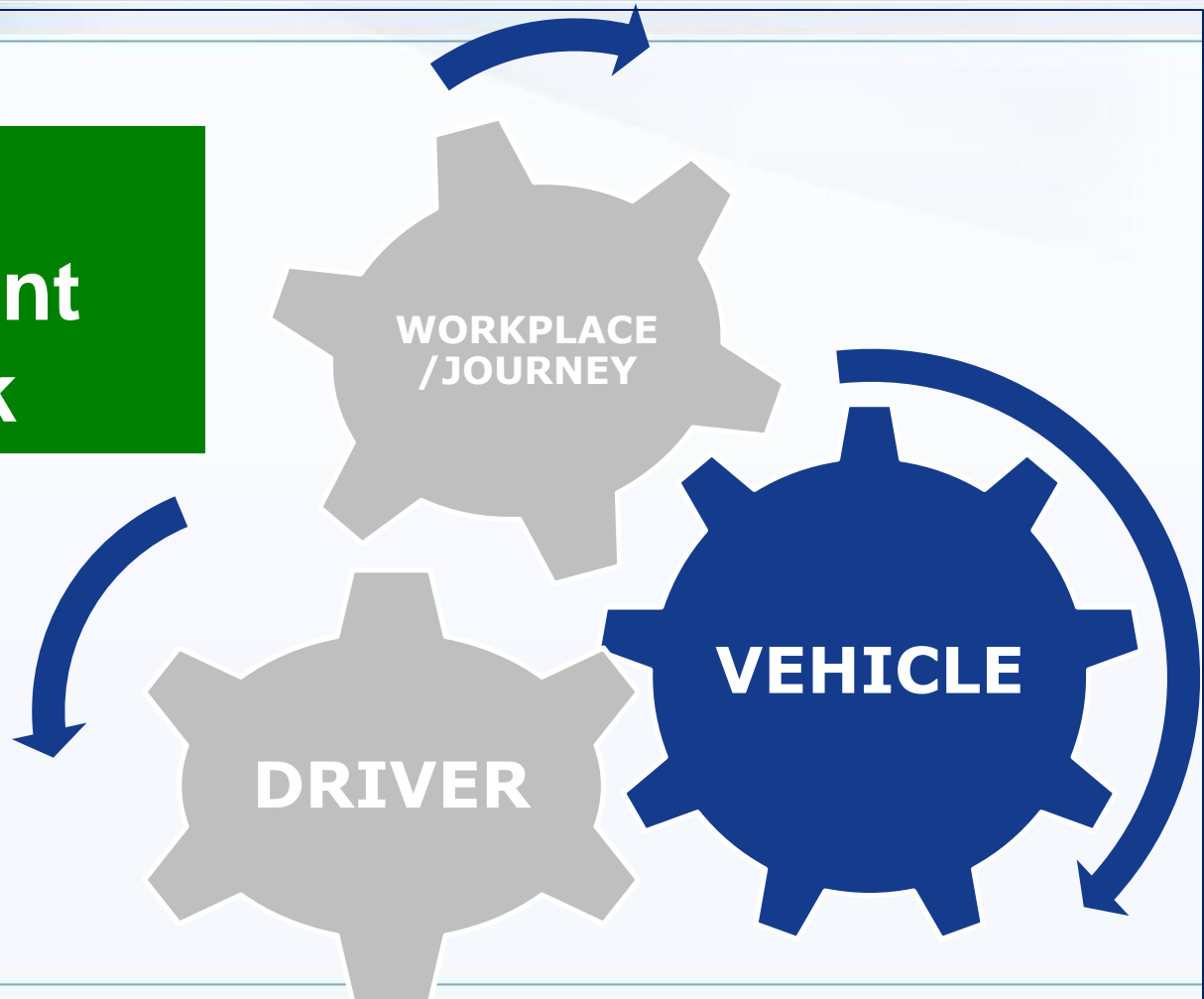


# *Wear PPE / Accompany Visitors*





# Safety Management Framework



# Safe vehicles – policies & procedures

- Breakdown and Emergency Assistance
- Carriage of Passengers/Goods
- Incident data recording analysis and auditing
- Vehicle maintenance & checks
- Mobile Phones
- Vehicle operation

# 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
- Clean
- Doors working

## 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 cuts
- Road wheel nuts all in place, correctly fitted
- Wheel nut indicators (if in use) correctly fitted



# Van / LGV Driver Walk-Around Check Sheet

|                                |   |             |  |        |
|--------------------------------|---|-------------|--|--------|
| Vehicle Registration Number    |   | Mileage     |  | OK     |
|                                |   |             |  | Defect |
| <b>Check Items</b>             |   |             |  |        |
| <b>In-Cab Checks</b>           |   |             |  |        |
| 1                              | Good visibility for driver through all cab windows and mirrors. All required mirrors fitted and adjusted correctly. |             |  |        |
| 2                              | Driving controls, seat and driver safety belt adjusted correctly.   |             |  |        |
| 3                              | Windscreen washer, wipers, demister and horn operating correctly.   |             |  |        |
| 4                              | All instruments, gauges and other warning devices operating correctly (including ABS/EBS in-cab warning lights).    |             |  |        |
| 5                              | Cab clean with no obstructions or loose material.   |             |  |        |
| 6                              | High visibility jacket/vest accessible in cab.  |             |  |        |
| <b>External Vehicle Checks</b> |   |             |  |        |
| 7                              | Vehicle sitting square and not leaning to one side.   |             |  |        |
| 8                              | Tax, insurance and transport (if applicable) discs present and valid. Number plates clearly visible.                |             |  |        |
| 9                              | Wheels in good condition and secure. Tyres undamaged with correct inflation and tread depth.                        |             |  |        |
| 10                             | All lights and reflectors fitted, clean and in good condition.  |             |  |        |
| 11                             | Exhaust secure with no excess noise or smoke.   |             |  |        |
| 12                             | Vehicle access, doors, steps and bodywork in good condition.  |             |  |        |
| 13                             | Fuel cap seal in place and not leaking.   |             |  |        |
| 14                             | Engine oil, water, windscreen washer reservoir and fuel levels checked and no leaks.                                |             |  |        |
| <b>Prior to Leaving Depot</b>  |   |             |  |        |
| 15                             | Steering and brakes operating correctly.  |             |  |        |
| 16                             | Load within limits, secured and weight distributed correctly.   |             |  |        |
| <b>On-the-Road</b>             |   |             |  |        |
| 17                             | ABS/EBS warning lights off.   |             |  |        |
| <b>Defect Details</b>          |   |             |  |        |
|                                |   |             |  |        |
| <b>Signed</b>                  |   | <b>Date</b> |  |        |

NOTE: This is a sample driver walk-around Van/LGV checklist. It is recommended that operators prepare their own driver walk-around checklists to account for the type and use of their own vehicles.



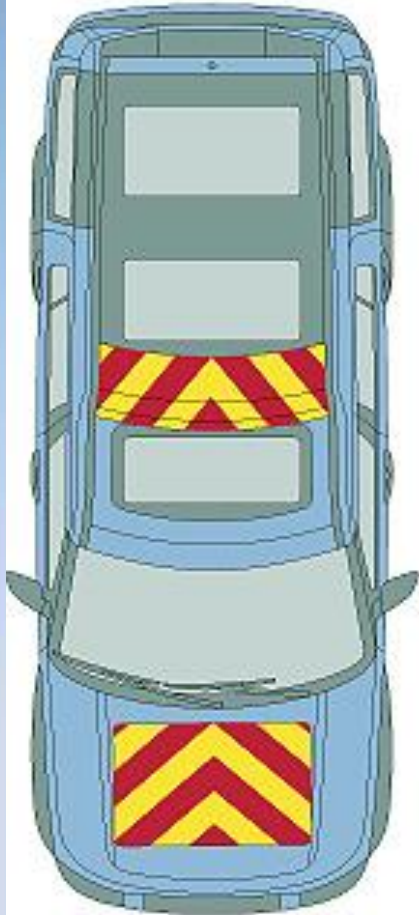
# *Unrestrained Loads*





# Vehicle visibility

Landrover Discovery 2004



## Bonnet & Roof

Avery 800 range Red with Reflective Yellow vinyl  
Bonnet Graphic area 667 x 1065mm  
Roof Graphic area 448 x 1286mm



Bonnet



## Rear

Reflective Avery Red with non Reflective Avery 800 Yellow vinyl  
Rear Graphic area 477 x 1295mm



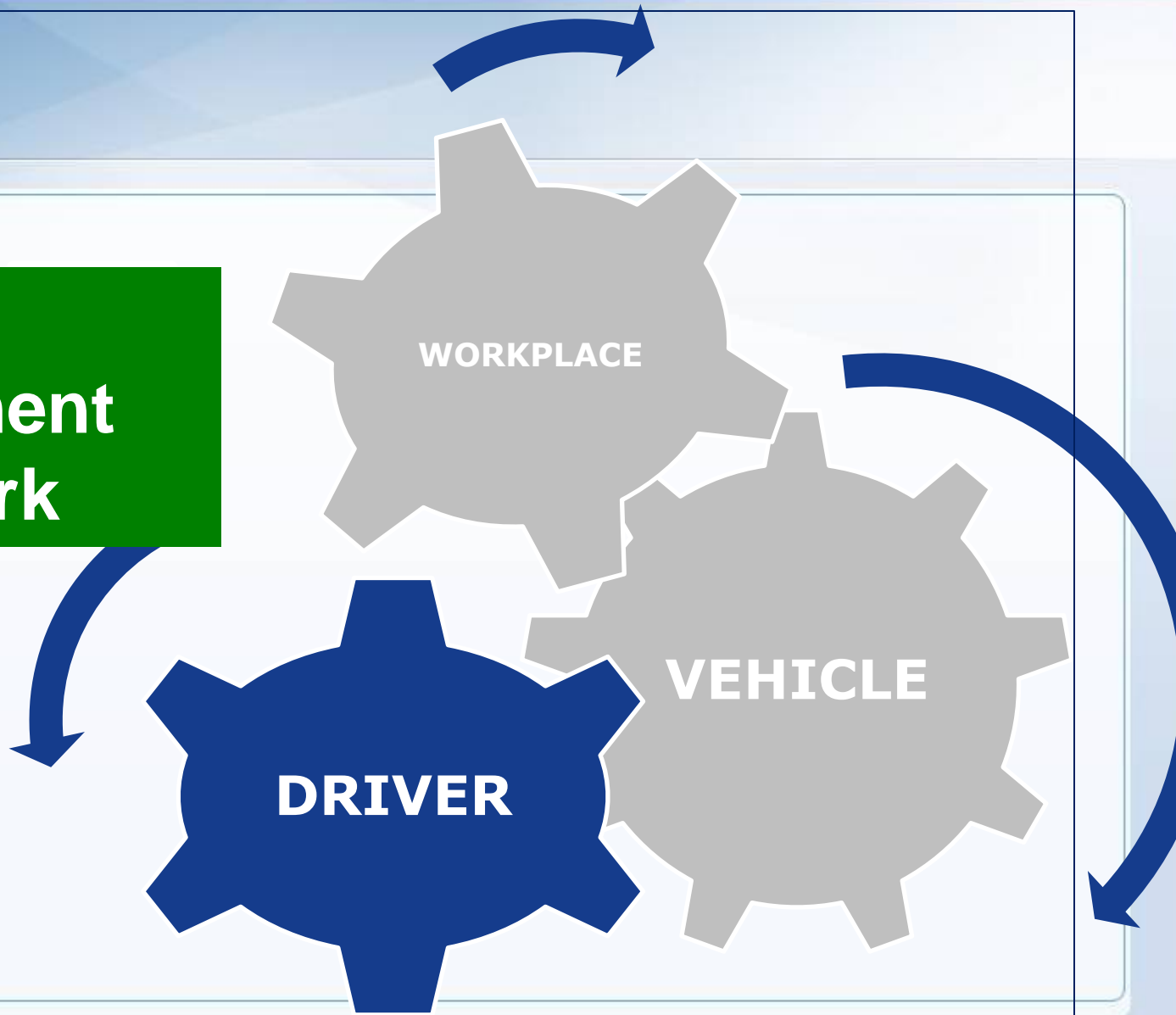
## Sides

Avery 800 range Red with Reflective Yellow vinyl & White Reflective panel with non reflective Imerys logo on 190 x 675mm  
Side Graphic area 150 x 4000mm





# Safety Management Framework





# Safe drivers – Good practice

- Driver handbook
- stringent selection process using driver risk profiling
- fit for employment health assessment.
- on-road driving assessment by accredited driving assessor.
- health surveillance.
- performance management of drivers
- education on road safety issues
- investigation of accidents to identify corrective and preventive action.
- safety awareness campaigns focusing on accident prevention measures.





# Safe drivers – policies & procedures

- Speeding
- Alcohol and Drugs
- Carriage of Passengers/Goods
- Conviction/ Penalty Points/ Disciplinary Procedures
- Driver Assessment and Training
- Driver Selection
- Driver fatigue/illness
- Licence checks
- Mobile Phones
- 'No blame' incident reporting culture



# Driver's Handbook – sample sections

- Transport Management.
- Authorisation to drive.
- Legal Responsibilities.
- Care and Maintenance of Vehicles.
- Environment and Fuel Efficiency.
- Loading of Vehicles.
- Wearing of Seat Belts.
- Vehicle Accidents.
- Drivers' Hours.
- Other Responsibilities including etiquette.
- Mobile Phones.





# Driver visibility





# *Environmental Hazards*



**Road**



**Premises**



# *Driving is a high risk activity*



**Driving**





# Musculoskeletal Injuries



**Slips, Trips and Falls**



# Managing the Risks

**Work related vehicle policy and procedures for**

- **Workplace Transport**
- **Work Related Road Safety**
- **Working on or near the road**



Risk assessments & associated controls



Safety resources to enable safe work practices

- driver's handbook
- checklists
- incident reporting
- defect reporting



Instruction, information & training programmes in place



Monitoring & supervision



# [www.hsa.ie](http://www.hsa.ie): Vehicles at Work

