

# health & safety guidelines for drivers who are driving away from home location

The Health and Safety in Employment Act 1992 places duties on a number of people (and particularly employers) to manage health and safety. This checklist ensures that as an employer, contractor or sub-contractor you have taken 'all practicable steps' to ensure that any individual is not harmed while carrying out work funded by the LTSA through the CRSP.

## **Risks**

1. Being involved in a crash.
2. Vehicle breakdown

## **Controls**

1. The route to the driver's destination should be planned before departure.
2. Driving hours plus work hours must keep within those recommended in the Transport Act 1962 (total of 11 hours driving or a maximum of 14 hours work including driving in any one day) and the driver must take adequate rest.
3. The driver must have a current driver licence of the appropriate class.
4. The vehicle must have a current WoF or CoF (whichever is applicable) and has been maintained to this standard.
5. There should be a first aid kit and fire extinguisher in the vehicle.
6. The driver should have a cell phone to obtain help or call emergency services (if cell phones are not available consider telephone calling cards).
7. If driving to a remote area where there is no cell phone coverage, the driver should leave details of destination, route and expected time of arrival with someone at home base. A buddy system may be useful where a nominated colleague is told of travel plans and arrival times and will check the journey is completed safely.
8. All occupants of vehicles to wear safety belts while in the vehicle.
9. Drivers must adhere to road rules and speed limits.