



## Driver Policy

At SAT we believe that you should have in place a clearly defined driver policy to help your business manage the risks associated with driving and road safety management.

Corporate Social responsibility is a good reason for you to have a driving policy in place, but its more than that. Your business needs to manage its risks and anyone driving is at a much higher risk of an accident than they are likely to be injured in another part of the workplace. In the UK you also have a legal responsibility to ensure that anyone driving on company business, in a company or private vehicle is adequately trained and that you have taken all reasonable steps to ensure they are legally complaint to drive. Your driving policy needs to be clearly communicated to anyone within your business who drives or may drive on company business, it should be created using all key stakeholders and should include as a minimum the following:

### **Vehicles**

Use of company vehicles

Use of private vehicles where the company pays a travel allowance (Mileage allowance, fuel costs)

Use of private vehicles where the company makes no financial contribution

Insurance of vehicles, drivers and passengers using any vehicle on company business

Types of vehicles that may be used



# Strategic Analytics Team

[www.strategicanalyticsteam.com](http://www.strategicanalyticsteam.com)

## **Drivers**

Driver compliance with licensing laws

Driver competence

Driver Fitness

Driver Fatigue

Driver Training

## **Road Safety**

Journey Management

Route Hazard Analysis

## **Reporting**

Incident procedure

Monthly Reporting Requirements

**For more information on our full Driver Policy tailored to meet your business needs or for Driver Training, Driver Mentoring and Road Safety Management Systems then please contact**

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