

Road Safety and Eco-Driving Policy



Solutions30

Solutions for New Technologies

Solutions 30 Group (“Solutions 30” or the “Group”), European leader in rapid-response multi-technical services, having a network of 11,000 field service technicians spread over six geographical regions, is committed to ensure and promote safe and ecological driving behaviors.

Eco-safe driving is a recognized and proven style of driving that contributes to road safety whilst reducing fuel consumption improving the quality of the local and global environment.

This policy is addressed to The Group’s employees and subcontractors and should be intended as complementary to the local Car Policies within the Group.

1. AIMS AND OBJECTIVES

This policy is intended to reduce vehicle incidents and work-related road injuries and to promote an ecological and safe driving culture within the organization, specifically:

1. To make drivers aware of the main risks they face or create when driving for work or going to work.
2. To make sure that employees who drive vehicles during their work demonstrate safe, efficient driving skills and sustainable and good road safety habits at all times.
3. To maintain all company vehicles in a safe, clean and roadworthy condition to ensure the maximum safety of the drivers, occupants and other road users, and reduce the impacts of company vehicles on the environment.
4. To adopt an eco-driving behavior, as illustrated in the dedicated training sessions, to reduce emissions of greenhouse gases as well as air pollution by reducing fuel consumption.

2. GROUP ECO AND SAFE DRIVING CODE OF CONDUCT

While driving company or own vehicles for work purposes and as a rule, Solution 30’s employees and subcontractors must comply with traffic legislation, be conscious of road safety and demonstrate safe and ecological driving habits.

The following actions in company vehicles will be viewed as serious breaches of conduct and dismissal may be a consequence:

- drinking or being under the influence of drugs while driving;
- driving while disqualified or not correctly licensed;
- reckless or dangerous driving causing death or injury;
- failing to stop after a collision;
- acquiring penalty points leading to suspension of the driving license;
- any actions that warrant the suspension of the driving license.

3. EMPLOYEE RESPONSIBILITIES

Every driver of a company vehicle must:

- comply with the local Company’s car policy;
- make sure they hold a current driving license for the category of vehicle they are driving and this driving license is carried when driving a company vehicle;

- immediately notify their supervisor or manager if their driving license has been suspended or cancelled, or has had limitations placed upon it;
- take time to familiarize themselves with the vehicle's handbook;
- be responsible and accountable for their actions when operating a company vehicle or driving for the purposes of work;
- carry out a full daily walk around check prior to using the vehicle;
- display the highest level of professional conduct when driving a company vehicle;
- regularly check the oil, tyre pressures, radiator and battery levels of company vehicles they regularly use;
- assess hazards while driving and anticipate 'what if' scenarios;
- drive within the legal speed limits, including driving to the weather conditions;
- wear a seat belt and make sure all occupants always wear their seat belts;
- only drive when fit to do so – never drive under the influence of alcohol or drugs, including prescription and over the counter medication if they cause drowsiness;
- avoid distraction when driving – if you need to, adjust or set sat-navs / car stereos / mirrors before setting off. If you need to re-adjust whilst driving pull over safely in order to do so.
- report any near-misses, crashes and scrapes, including those that do not result in injury, and follow the procedures outlined in this policy;
- report vehicle defects before the next vehicle use;
- never carry any hazardous substances without the prior approval of the line manager;
- hazardous goods may only be carried in full compliance with relevant legislation;
- take regular and adequate rest breaks, at least every two hours
- stop when tired;
- plan their journeys, considering pre-journey work duties, the length of the trip and post-journey commitments;
- stay overnight if driving time and non-driving duties exceed 10 hours in one day;
- the employee must not carry loads for which the vehicle is unsuited, nor may they carry more passengers than there are seat belts;
- the vehicle must not be used in conditions for which it was not designed (such as off-road).

In addition, as regards the main eco-driving basic rules:

- anticipate traffic flow;
- maintain a steady speed at low RPM;
- shift up early;
- check tyre pressures frequently at least once a month and before driving at high speed;
- consider any extra energy required costs fuel and money.

Drivers using their own car for work:

- if an employee is driving their own vehicle for work, the same policies apply.

What Employees Are to Do if There is a Crash in a Company Vehicle

Immediately stop your vehicle at the scene or as close to it as possible, making sure you are not obstructing traffic. Ensure your own safety first and call for assistance if needed.

Try to get the following information:

- details of the other vehicle(s) and registration number(s);
- name(s) and address(es) of the other vehicle owner(s) and driver(s);
- name(s) and address(es) of any witness(es);
- name(s) of insurer(s).

Give the following information:

- your name, company phone and address.

If you damage another vehicle that is unattended, leave a note on the vehicle with your contact details. If there is an injury or major damage, report the crash to your manager as soon as you can.

4. EMPLOYER RESPONSIBILITIES

The employer will take all steps to ensure company vehicles are as safe as possible and will not require employees to drive under conditions that are unsafe or likely to create an unsafe environment, physical distress or fatigue.

The employer will do this by:

- proper vehicle selection and procurement;
- ensuring all vehicles are well maintained and equipped;
- provide insurance cover;
- meet the cost of repairs and replacement parts provided that prior approval is obtained when appropriate;
- meet the cost of fuel and oil incurred on Company business;
- identifying driver training needs and arranging appropriate training or retraining;
- encouraging ecological driving behaviors and fuel efficiency by dedicated training and communications;
- encouraging the use of other transport and/or remote conferencing whenever practical;
- implementing a Group safety incentives recognition program to motivate employees to be safer drivers and to reduce accidents and injuries;
- track fuel consumption and injury rates on a yearly basis to monitor and reduce GHG emissions.

In the implementation of this policy, SOLUTIONS 30 acts within the framework of laws and international conventions. We respect and comply with environmental legislation and safety requirements.

This policy supports the local Car Policies within the Group as well as the Environmental Policy.

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