

# DOES MY ORGANIZATION NEED TO MANAGE ROAD RISK?

Do we  
operate  
vehicles  
for work?

Do our  
employees  
drive for  
work  
purposes?

Do employees  
or others  
drive  
on our  
premises ?

Do we  
provide  
employees with  
personal  
vehicles ?

Do we  
contract  
transport  
services?

## FIRST STEPS

IF THE ANSWER IS "YES"  
TO ANY OF THE ABOVE  
Your organisation could benefit from  
developing a Work-Related Road  
Risk Management program.

### STEP 1: Develop a driving for work policy

Include:

- The aims of your policy
- Any relevant legislation and guidelines
- Who the policy will apply to
- Who will be managing driving for work

### STEP 3: Put safe systems into practice

- Describe the steps employees and supervisors will take to manage risks
- Make sure:
  - Everyone knows their role and responsibilities
  - People have the right skills and training
  - Driver records are kept up to date
  - Vehicle checks and maintenance are done regularly

### STEP 2: Risk assess for work hazards

- Identify and record any hazards and the risks involved
- Include: Drivers, Vehicles and Journeys
- Create driver risk profiles

### STEP 4: Measure safety performance

- Check that the aims of your program are being met
- Keep records of all incidents, investigate and follow up
- Use indicators to monitor progress

### STEP 5: Review safety performance

- Regularly review the program
- Assess staff compliance
- Identify any trends
- Make changes and improvements



# A SAFE DRIVER



# IN A SAFE ORGANIZATION

Good driving knowledge and skills

A knowledge of safety requirements, systems and their management

Awareness of their own risks and abilities and their characteristics as a driver and employee

Clear management commitment to safety

Effective feedback and evaluation processes

Reduction in collision numbers, frequency and severity

Lower costs for insurance, fuel, maintenance and repairs



## ASPECTS TO CONSIDER INCLUDE



## TRAINING CAN TAKE MANY FORMS:

- In a Classroom
- Online
- On a Track
- On Public Roads

 Hazard Perception

 Observation

 Traffic Rules

 Vehicle Control

 Vehicle Choice

 Route Planning / Time Constraints

 Attitude to driving

 Alcohol and Drugs

 Age

 Time of Day, Fatigue

 Health and Lifestyle

 Journey Purpose

Interested in finding out more?

Visit [www.ktsro.org/workplace](http://www.ktsro.org/workplace)

 Drive Safe Kansas  @DriveSafeKansas

KANSAS **Traffic Safety**  
**Resource** OFFICE

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Original Artwork Created by:  European Transport Safety Council