



# 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

● 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

# IN A SAFE ORGANIZATION

● 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



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

## TRAINING CAN TAKE MANY FORMS:

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

Interested in finding out more?

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

Drive Safe Kansas @DriveSafeKansas

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

Phone: 800-416-2522 Email: [ktsro@dcca.org](mailto:ktsro@dcca.org) Address: 2930 SW Wanamaker Dr. Ste. 100 Topeka KS 66614

Original Artwork Created by: ETSC  
European Transport Safety Council