

This policy aims to ensure that the most efficient route is taken and that the risk of incidents is kept to a minimum.

Where practicable, routes will be planned and assessed to:

- Maximise the efficiency of driving to sites,
- Minimise fuel usage and environmental impact,
- Minimise driver stress,
- Enhance compliance with traffic regulations and drivers' hours laws,
- Minimise our impact on vulnerable road users.

The Procurement and Fleet Manager when allocating vehicles shall take into account:

- Vehicle type required for the tasks to be performed.
- Locations where the vehicle will be used.
- Access limitations at the delivery points or work sites.
- Qualifications and experience of drivers.

Drivers shall take account of:

- Customer/site requirements.
- Heavy traffic periods.
- School start and finish times.
- Congestion charges, restrictions and tolls.
- Parking restrictions.
- Traffic warnings.
- Vulnerable road users such as children, the elderly or infirm, cyclists and motor cyclists.

Routes shall be pre-planned where practicable and aim to:

- Minimise distances travelled.
- Minimise traffic delays.
- Allow drivers to take required breaks where appropriate.
- Avoid residential areas, where practicable.
- Avoid school locations during school operational hours.
- Comply with any site traffic management plans.

Drivers must be made aware if any tolls to be paid or permits required and advised how these are to be managed.

Satellite navigation may only be used in accordance with the Company Vehicle Policy.



Bob Jacobs
Managing Director