

The Company recognises that the reporting and managing of road traffic collisions enables actions that **can** reduce both 'driver at fault' and 'driver not at fault' road collisions.

Managing the risks associated with driving is the joint responsibility of senior management, fleet management and drivers. This policy applies to all staff responsible for any aspect of the post-collision process, including training staff.

Our drivers are expected to maintain high standards at all times by operating within the law, driving with consideration for others, particularly vulnerable groups and ensuring our vehicles are safe and roadworthy at all times.

Road traffic collisions have the potential to cause death or serious injury and can affect the both the lives of those involved and the reputation of the Company. It is therefore our duty to understand both direct and underlying causes of collisions and implement measures to prevent their reoccurrence. We aim to ensure that all road traffic collisions are reported, documented, investigated and managed in a consistent way.

Subsequent to a road traffic collision the investigation process will **be** followed to ensure that:

- The incident is managed safely and reported promptly to the relevant authorities, as necessary.
- Incident facts are collated and recorded correctly (including people involved and property damaged).
- Drivers involved are assessed to ensure they are fit and able to return to driving duties.
- Vehicles involved are repaired to a safe and legal state prior to being returned to the road.
- Investigations are carried out to determine all the factors that led to the collision.
- Incident facts are reviewed to determine any remedial actions that may be required to prevent reoccurrence.

In the case of an "at fault" accident and where practicable, the driver concerned will be subject to both eye test and a Driver assessment, both of which will be logged, before returning to normal duties.

The Road Risk Champion shall be David Stothard – Procurement & Fleet Manager



Bob Jacobs
Managing Director