









**General Road Risk**

Revision	Issue Date	Reviewed By	Authorised By
V3	05/06/2016	D Newton	P FitzPatrick
Review Date	07/06/2017	Change Details	
<b>Task</b>	<b>General Road Risk</b>		
<b>Scope</b>	<ul style="list-style-type: none"> <li>• Speed</li> <li>• Correct use of Parking Brakes &amp; Service Brakes</li> <li>• Weather &amp; Traffic Conditions</li> <li>• Driver Fatigue</li> <li>• Mobile Phones</li> <li>• Alcohol, Drugs and Prescribed Medicine</li> <li>• Smoking &amp; Eating whilst driving</li> <li>• Legal Compliance</li> <li>• Vehicle Condition &amp; Suitability</li> <li>• Health Screening</li> <li>• Long Driving Periods and Distances</li> </ul>		
<b>Persons Involved</b>	Driver;		
<b>Supervisor for the Task</b>	Transport Manager; Driver Trainer		
<b>Hazards</b>	Breaking the Law; Minor Injury.		
REPORTING PROCEDURE			
<p>Whilst carrying out the task as instructed within this Safe Working Procedure, if one or more of the controlled steps cannot be undertaken or personal equipment is unavailable, the following instruction must be followed: -</p> <ol style="list-style-type: none"> <li>1. <b>STOP</b> the task</li> <li>2. If possible without further risk, make the area safe</li> <li>3. Report to your manager immediately for guidance</li> </ol>			
Personal Protective Equipment Standards			
			
<p>Standard Personal Protection Equipment consists of:-</p> <ul style="list-style-type: none"> <li>• Safety helmet with chin strap</li> <li>• Safety shoes / boots (with protected ankle)</li> <li>• Gloves</li> <li>• Safety Glasses</li> <li>• Hearing protection (ear defenders)</li> <li>• High visibility vest / jacket</li> <li>• Overalls covering arms and legs</li> </ul>			

General Road Risk	
<p>During the course of your work you will travel many thousands of kilometres on both public and private highways. The majority of your driving will involve your interaction with other road users and will require road risk management.</p> <p>General risks/hazards are:</p> <ol style="list-style-type: none"> <li>1. Speed</li> <li>2. Failure to use Service and Parking Brakes</li> <li>3. Weather Conditions</li> <li>4. Traffic Conditions</li> <li>5. Driver Fatigue</li> <li>6. Mobile Phones</li> <li>7. Alcohol, Drugs and Prescribed Medicine.</li> <li>8. Smoking &amp; Eating whilst driving</li> <li>9. Legal Compliance</li> <li>10. Vehicle condition &amp; suitability</li> <li>11. Inexperience or lack of training</li> <li>12. Knowledge</li> <li>13. Schedules</li> <li>14. Health Screening</li> <li>15. Long Driving Periods and Distances.</li> </ol> <p><b><u>Risk Management</u></b></p> <p><u>Speed</u></p> <ul style="list-style-type: none"> <li>• Keep within the statutory speed limits.</li> <li>• Manage speed limiter output.</li> <li>• Drive only at a speed at which you know you can stop in the distance you can see to be clear, on your side of the road.</li> </ul> <p><u>Correct Use of Parking Brakes</u></p> <ul style="list-style-type: none"> <li>• Brakes must be properly adjusted and working efficiently at all times. Any defects in P&amp;O Ferrymasters' trailers must be reported immediately using the defect reporting system. Vehicles are never to be used if the braking systems are defective.</li> <li>• You <b>MUST</b> apply the tractor unit handbrake before leaving the vehicle at any time.</li> <li>• From time to time you will stop in traffic. On these occasions you need to make sure that your vehicle is secure. Use the tractor unit handbrake to secure the vehicle when you stop for more than a moment.</li> <li>• If waiting a long time, apply the tractor unit handbrake and select neutral. This removes the chance of 'creep', if the handbrake has not been securely applied. Make sure the vehicle has stopped before applying the handbrake.</li> <li>• If stopped on a gradient apply the unit handbrake. This will help you to then set your feet to get ready to move off again, especially if you're going up-hill.</li> </ul>	  

<p><u>Weather Conditions</u></p> <ul style="list-style-type: none"> <li>• Plan and review routes and timings if weather conditions are adverse.</li> <li>• Vehicles are equipped to deal with poor weather conditions (ABS)</li> <li>• Take into consideration effect on vehicle control when driving in high winds. If trailer is empty open curtains and tie back.</li> <li>• If poor weather conditions mean that you are unable to complete your journey, or will cause delays you are to contact your Traffic Office.</li> </ul> <p><u>Traffic Conditions</u></p> <ul style="list-style-type: none"> <li>• Wherever possible plan routes to avoid peak traffic flows.</li> <li>• If practical choose routes to avoid peak traffic, whenever possible.</li> </ul> <p><u>Driver Fatigue</u></p> <ul style="list-style-type: none"> <li>• You are to ensure that you have taken a full and appropriate rest under drivers hours regulations and that your journey is planned to allowed proper and appropriate breaks from driving.</li> <li>• You are to report to your Traffic Office any medication that you have been prescribed that may cause drowsiness.</li> </ul> <p><u>Mobile Phones</u></p> <ul style="list-style-type: none"> <li>• You are to follow your company policy and legal obligations on the use of mobile phones whilst driving</li> <li>• Do NOT use mobile phones whilst driving.</li> <li>• If equipped with hands-free/ Bluetooth then calls should be limited to brief, and essential communication.</li> <li>• Pull over before taking any job details.</li> </ul>	    
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<p><u>Alcohol, Drugs and Prescribed Medicine</u></p> <ul style="list-style-type: none"> <li>• If prescribed medication ensure you have taken advice from the relevant pharmacist or doctor regarding the medication whilst driving.</li> <li>• Check the label on medicines for warnings before the medicine is taken.</li> <li>• Inform your Traffic Office of all prescribed medicine being taken.</li> <li>• No alcohol should be consumed whilst working for P&amp;O Ferrymasters</li> <li>• Legal limits must be complied with.</li> <li>• Some customers will refuse load to drivers who are found to have any alcohol in their system.</li> </ul> <p><u>Smoking &amp; Eating Whilst Driving</u></p> <ul style="list-style-type: none"> <li>• Follow the guidelines set out in the highway code.</li> <li>• Eating or drinking whilst the vehicle is in motion is not permitted.</li> </ul> <p><u>Legal Compliance</u></p> <ul style="list-style-type: none"> <li>• You are to comply with all legal compliance requirements whilst undertaking your duties of an HGV driver.</li> </ul> <p><u>Vehicle Condition &amp; Suitability</u></p> <ul style="list-style-type: none"> <li>• You are to carry out pre-shift safety and maintenance checks. All trailer defects are to be reported in accordance with the P&amp;O Ferrymasters defect reporting procedure.</li> <li>• Trailer service/ MOT Intervals are to be kept in accordance with P&amp;O Ferrymasters instructions.</li> </ul> <p><u>Health Screening</u></p> <ul style="list-style-type: none"> <li>• All medical Requirements set down by the licensing authority must be met and if not then the licensing authority and your Traffic Office must be informed.</li> </ul>	 <p><b>No alcohol or drugs</b></p> 
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<p><u>Long Driving Periods and Distances</u></p> <ul style="list-style-type: none"><li>• Full compliance with drivers hours regulations and the road transport directives are mandatory.</li></ul>	