

# Employer checklist



“When you as the employer ask someone to drive for work, it is no different to asking them to carry out any other work-related activity. This means you are responsible for ensuring the Health and Safety at Work Act 1974 and all the relevant regulations and approved codes of practice are applied. For example, you carry out appropriate risk assessments and provide appropriate instruction, training and supervision. The Health and Safety Executive provides guidance on driving at work and managing work-related road safety in its document, INDG382.”

*Ian Housley, chairman, Fleet Industry Advisory Group*

## Help is at hand.

The **Achieve Driver Management** programme provides a comprehensive integrated system that supports you and the driver in the management of your company's work-related road safety obligations. Below are some sample questions we are asked on a regular basis:

	YES	NO
Can <b>Achieve Driver Management</b> include all persons who are likely to drive, including employees and non-employees, in company-owned, company-provided, or any other vehicles used for company business?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does <b>Achieve Driver Management</b> include regular online updates of the driver handbook and policy document, and is there a process to record a driver has read the documents, understood the content and has signed to confirm to that effect?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is an <b>Authority to Drive</b> issued which has to be renewed at defined intervals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all drivers risk-assessed as part of the online application?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all driving licences checked directly with the Driver and Vehicle Licensing Agency?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all drivers required to complete a comprehensive online application?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is driving performance continuously measured, assessed and scored?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is all information collected and securely stored for audit purposes and used to determine risk, thereby effectively managing the driver?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If drivers do not comply is there a compliance process in place that includes escalation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is online learning and in-vehicle training automatically provided as part of the <b>Achieve Driver Management</b> programme?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does <b>Achieve Driver Management</b> take continuous performance measurements from various sources including telematics, cameras, maintenance events and crashes?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does <b>Achieve Driver Management</b> provide a continuous live driver performance report covering all aspects of the driver's performance and able to be used as part of any audit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the system fully comply with the General Data Protection Regulation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there a training programme for the client-nominated person, who will be responsible for managing work-related road safety?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there an online interactive capability for the client-nominated person to use/view the system and all relevant data?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there an <b>Achieve Driver Management</b> client user group which influences the development of the programme and where clients can share experiences and best practice?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
In the market place is there any other app-based system that is as comprehensive and integrated as <b>Achieve Driver Management</b> ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>





## Company vehicle facts

- FACT** 1,748 reported road deaths in 2019 <sup>(1)</sup>
- FACT** 25,975 people seriously injured in 2019 <sup>(1)</sup>
- FACT** 153,315 people killed and injured on Britain's roads in 2019 <sup>(1)</sup>
- FACT** Estimated one in three road crashes and deaths are business-related.
- FACT** 111 work-related fatalities in 2019 reported to the Health and Safety Executive <sup>(2)</sup>
- FACT** Based on the above figures in 2019 there were 583 work-related deaths on the road, four times more than other work-related deaths.
- FACT** 20% of fleet drivers are responsible for 80% of maintenance costs in any single fleet.
- FACT** 30% of maintenance expenditure is tyre-related.
- FACT** 15% of maintenance expenditure is brake-related.

<sup>(1)</sup> UK Department for Transport (July 2020)

<sup>(2)</sup> Health and Safety Executive <https://www.hse.gov.uk/>

