DJL Company ‘Telematics’ Policy

As part of our overall health and safety policy, we are committed to reducing the risks which our staff face and create when on the road as part of their work. We ask all our staff to play their part. Senior managers must: Lead by example, by driving safely and responsibly and by following this policy. Ensure that all staff receive training about the telematics being used and understand the benefits of time, fuel and stakeholder satisfaction. Line managers must ensure: They also lead by personal example Staff understand the dangers and consequences of poor driving Staff receive appropriate training about the telematics, how it works, and what it records Staff regularly view the feedback about their driving.

Understand how telematics, and the feedback about their driving, benefits them Staff are confident that they can report and discuss any driving issues they might have with an appropriate person without fear of being treated unfairly. Work related road safety is included in team meetings and staff appraisals and periodic checks are conducted to ensure our Policy is being followed. They follow our monitoring, reporting and investigation procedures to help learn lessons which could help improve our future road safety performance. They challenge unsafe attitudes and behaviours, encourage staff to drive safely, and lead by personal example in the way they themselves drive Staff who drive for work must: Always drive within road traffic laws, safely and responsibly. Use the telematics provided on every journey. Regularly view and consider the feedback about their driving provided by the telematics. Discuss any driving problems or concerns they have with their line manager Report any driving accidents or near misses, and any cautions, fixed penalties, summons or convictions, to their line manager Co-operate with monitoring, reporting and investigation procedures

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