



GUIDE

Motor Fleet and Driver Safety Guide



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Introduction

Each year, thousands of motor vehicle accidents take place on our roads, many occurring while drivers are travelling for work.

Under Work Health and Safety (WHS) laws vehicles used for work purposes (regardless of whether they are privately or employer owned) are considered workplaces and as such are subject to the same work health and safety obligations as any other work environment. Organisations must take reasonable care to protect workers from the risk of foreseeable injury or death and this requires the implementation of policies and procedures to reduce or manage driver-related risks.

This guide has been designed to help Church organisations manage fleet vehicles, reduce inherent risk exposures, manage claims costs and protect the people, property and assets of the Church.

Maintaining a safe motor fleet requires a proactive approach from everyone in the organisation and the implementation of effective policies and procedures.

Employers who fail to provide the appropriate training and level of care to their drivers may be in breach of their duty of care or other statutory requirements and could face regulatory penalties and potential litigation.

1. Management commitment and policy

Key actions and activities: Develop a fleet management policy which states in broad terms how management aims to ensure the safety of workers and vehicles, including roles and responsibilities, operational requirements and communication.

2. Driver selection, education and training

Key actions and activities: Develop and implement policies and procedures around driver selection. Establish an education and training program incorporating practical driver training, accident management training and a comprehensive induction program for new drivers.

3. Incident reporting and investigation

Key actions and activities: Develop and implement processes for collecting information regarding incidents and responding to this information in a timely way and conducting further investigation where required.

Fleet Vehicle Facts

- Vehicles used for work purposes are considered part of the workplace.
- Employers have an obligation to provide a safe workplace, including safe vehicles for worker use.
- Studies show that one quarter of all company cars are involved in an accident each year.
- Road accidents are the highest cause of work-related fatalities in Australia
- Fleet vehicle accidents directly affect the cost of fleet vehicle insurance premiums
- Employers are often left substantially out of pocket after a motor vehicle accident, with lost productivity, higher insurance premiums and excesses, plus the possibility of litigation.

Fleet Management Policy

Managing vehicle safety is like managing safety in any other work-related context. To do it well, requires the commitment of senior management. Church organisations that operate a fleet should develop a fleet management policy and accompanying procedures with the approval and backing of senior management. The policy should outline, amongst other things:

- Who is permitted to drive work vehicles.
- What is covered by the organisation and what is to be covered by workers i.e. repairs (employer), traffic infringements (worker).
- Conditions of vehicle use i.e. drivers must be fully licensed, etc.
- Authorised driver conditions and responsibilities i.e. no drivers under the age of 25, no unlicensed drivers, additional excesses that may apply, etc.
- Disciplinary procedures and actions that may invoke them.

A fleet management policy typically includes:

A policy statement

The policy statement defines the objectives of the fleet management policy and should be developed in consultation with senior management. The statement verifies the organisation's commitment to ensuring the safety of workers and vehicles used during work-related activities.

Sample policy statement:

[Organisation Name] is committed to providing a safe working environment and reducing the incidence of illness, injury and death in workers (including employees, volunteers and contractors) who drive a motor vehicle during the course of work-related activities. This policy provides a basic framework for the management of risks associated with operating a motor fleet and applies to all workers.



Information on roles and responsibilities

Within a motor vehicle fleet there are generally four key roles.

Senior management

Senior management responsibilities include, but are not limited to ensuring:

- The fleet management policy and procedures are implemented and enforced throughout the organisation.
- The fleet management policy and procedures are considered with regard to the organisation's work health and safety policy and procedures.
- Mandatory rest breaks are included in the policy and drivers are not required to drive in excess of two hours without a break.
- Adequate resources are allocated to implement the fleet management policy and procedures.
- Details of the fleet management policy and procedures are communicated to all workers.
- Drivers receive appropriate training.
- Drivers found to have contravened the policy and procedures are disciplined.

Fleet manager

Fleet manager responsibilities include, but are not limited to ensuring:

- The fleet management policy and procedures are implemented and enforced throughout the organisation.
- Copies of drivers licences are retained and recorded, and overseas applicants receive appropriate driver training for Australia.
- They oversee and manage fleet vehicles.
- They approve the acquisition of any new vehicles.
- They approve any new drivers.
- They oversee driver performance and report potential issues to senior management for discipline or rectification.
- They conduct regular stocktakes of vehicles, equipment, modifications and accessories.
- They report on incidents and accidents and investigate where necessary. Possibly in conjunction with the WHS and or risk committee.

Vehicle custodian

The vehicle custodian is the worker with the contractual or policy entitlement to the vehicle. His or her responsibilities include, but are not limited to ensuring:

- All drivers are in possession of a valid driver's licence.
- Authorised drivers comply with the fleet management policy and procedures.
- Vehicles are serviced and maintained in accordance with the manufacturer's specifications and authorised service providers.
- Fuel cards are kept secure and not abused.
- Registration and licensing requirements are met at all times.
- Faults are recorded and immediately rectified.
- Incidents and accidents are reported to the fleet manager and required repairs made.
- Authorised drivers are aware of and follow the incident reporting and investigation procedure.
- Any additional drivers are approved by the fleet manager.

A vehicle custodian must also meet the responsibilities of an authorised driver.

Authorised driver

An authorised driver may include another worker from within the vehicle custodian's team or a member of the vehicle custodian's immediate family. His or her responsibilities include, but are not limited to ensuring:

- Mobile phones are not used while driving.
- Accurate odometer readings are kept and submitted with fuel accounts.
- Parking fines and infringements are paid.
- Food and drink are not consumed while driving.
- There is no smoking in vehicles.
- Alcohol/drugs and medication are not consumed or taken before or while driving the vehicle.
- Incidents and accidents are reported to the fleet manager as soon as possible.
- Incident reporting and investigation procedures are followed.
- They refrain from admitting liability after an accident.
- They present professionally and do not engage in aggressive behaviour while driving.

Operational Requirements

The fleet management policy should outline the organisation's position on and requirements in the following areas. The organisation should develop procedures and support documentation for each area and provide details in the driver handbook.

Vehicle selection

May include requirements such as:

- Vehicles are appropriate to their task.
- Vehicles offer maximum comfort ie. taller drivers may require larger cars with more legroom.
- Vehicles are free of unnecessary modifications ie. spoilers, rims etc.
- Vehicles are economical and cost-effective to run.
- A minimum safety rating such as those provided by the Australian New Car Assessment Program.

Safety features

Outlines the minimum safety requirements that must be fitted as standard. These may include:

- Driver and passenger airbags
- Stability control
- Anti-lock braking system (ABS)
- Bluetooth
- Reversing sensors/cameras
- Blind spot monitoring

Equipment, modifications and accessories

May include requirements such as:

- All modifications and accessories be relevant and necessary to the vehicle's use.
- An inventory of all non-standard vehicle items be maintained and kept with the fleet manager and the vehicle.
- Modifications and accessories are recorded by the fleet manager in an annual stocktake.

Maintenance and inspections

Maintenance and inspections may include requirements such as:

- Vehicles are serviced in accordance with the manufacturer's specifications.
- Fleet managers issue reminders to vehicle custodians when vehicles near their service dates.
- Vehicle custodians are informed of their obligations in relation to general upkeep ie oil levels, tyre pressure, etc.
- Vehicle custodians report damage or faults to the fleet manager as soon as possible.
- Vehicle custodians make arrangements for any necessary repairs through an authorised repairer.

- Vehicle custodians and authorised drivers conduct pre-drive inspections on a regular basis to check oil levels, tyre pressure, etc.
- Fleet managers conduct random inspections of vehicles on a regular basis.

Breakdowns and emergencies

May provide details such as:

- Approved roadside assistance services.
- Procedures for reporting breakdowns.

Fair wear and tear

May provide details such as:

- A definition of fair wear and tear.
- Vehicle custodian responsibilities.
- How these responsibilities are communicated to vehicle custodians.
- Compensatory requirements if vehicle custodians or other authorised drivers unfairly damage the vehicle.

Towing of equipment

May provide details such as:

- The organisation's position on towing equipment including trailers, caravans and boats.
- The towing approval procedure.
- Minimum towing requirements ie. towing equipment meets manufacturer's towing limits, state and territory regulations are adhered to, and vehicles used for towing are roadworthy, registered and fitted with couplings.
- Insurance requirements ie. if separate trailer insurance must be obtained at the vehicle custodian expense for private use.

Vehicle security

May provide details such as:

- Basic security requirements ie. vehicles are parked in secure locations after hours, locked when unattended and valuables are removed.
- Procedures for reporting thefts from vehicles and vandalism.
- Minimum security features ie. engine immobilisers and factory-fitted alarms.

Accident and damage procedures

May include requirements such as:

- Not admitting liability following an incident.
- Contacting police and emergency services immediately if required.
- All vehicles carry a list of emergency contact details (police, SES, fleet manager, CCI etc).
- All vehicles carry a basic first aid kit.
- Reports are made to the fleet manager as soon as possible.

- Incident reporting and investigation procedures are followed.

Communication and awareness

Workers must be made aware of the motor fleet vehicle policy and procedures and understand their responsibilities. Communication and awareness strategies may include:

- Keeping copies of the fleet management policy in areas accessible to all workers such as a staff room, fleet vehicle or other communal areas.
- Including fleet updates in internal communications ie newsletters, intranet, etc.
- Providing vehicle custodians with a copy of the fleet management policy and procedures to read and sign to acknowledge they understand the material.

Monitoring and review

Your policy should be reviewed at least annually. It should also be reviewed after a serious incident or accident has occurred, after major changes to operations or training exercises.

Other relevant policies and procedures

- Work Health and Safety Policy
- Incident Reporting and Investigation Procedure

Drivers

Selection and eligibility

Driver selection is an important part of managing your motor vehicle fleet.

As a standard procedure, potential workers should be subject to a basic pre-employment licence check to ensure the validity of their licence and their eligibility to drive specific types of vehicles. Copies of workers' driver's licence should be retained by the organisation.

Organisations should also ensure overseas workers are appropriately licensed and trained to drive fleet vehicles. International licences should be verified and organisations must confirm if training is required to drive in Australia, and this has been completed. In some situations, it may be appropriate to provide training for Australian conditions as part of employment, or to provide a driver, or both.

Induction

A vehicle custodian or authorised driver should receive a copy of the fleet management policy when they commence employment, along with copies of any other policies and procedures relating to vehicle usage. This may include a WHS policy, incident reporting and investigation procedure, etc.

It is recommended that vehicle custodians and authorised drivers participate in an induction program which may include:

- Provision of policies and procedures relating to motor fleet vehicle usage and driving/vehicle safety.
- Ensuring vehicle custodians and authorised drivers are aware of their responsibilities under the fleet management policy.
- Ensuring vehicle custodians and authorised drivers are aware of their work health and safety obligations.
- Ensuring vehicle custodians and authorised drivers are aware of the incident reporting and investigation procedure.
- Ensuring vehicle custodians and authorised drivers are aware of the accident management program.
- Provision of a driver safety handbook providing guidance on safety measures, how to minimise collisions and accidents, etc.
- Awareness of procedures for breakdowns, vehicle security, maintenance, etc.
- Expectations of the organisation in relation to standards and values.
- Introduction to the organisation's driver safety training program.

At the completion of the induction program vehicle custodians and authorised drivers should be required to confirm in writing that policies and procedures have been received and understood before a vehicle is issued.

Education and training

Educating your drivers about motor vehicle safety and providing them with practical training will enhance the overall safety of your fleet.

An education plan may include:

- Practical driver training.
- Incident analysis ie. looking at major causes and working through preventative strategies.
- Accident management training.
- Performance management ie. aligning driver goals and targets relating to incidents, infringements, vehicle condition, training, etc, with organisational objectives. This may include the use of Positive Performance Indicators.

Training

Drivers of work vehicles have a duty of care to drive safely and to protect passengers and others when driving. Providing driver safety training can improve drivers' skills and knowledge and reduce the risk of incidents and accidents.

Driver training may be provided:

- To all new vehicle custodians and authorised drivers at induction.
- As refresher training (subject to availability of resources).
- To drivers who cover large numbers of kms each year.
- To drivers who have been involved in an incident or accident.
- To younger or less experienced drivers.
- As part of performance management.

A driver training program may cover:

- Driver responsibilities and relevant legal requirements.
- Vehicle safety features.
- How to reduce the risk of common driving hazards including fatigue, road conditions and in-vehicle distractions.
- What to do after a motor vehicle accident.



Incident Reporting and Investigation

Organisations must have appropriate processes in place for collecting information regarding incidents and responding to this information in a timely way. The most serious incidents, those that involve the death of a person, a serious injury or a dangerous accident, must be immediately reported to state or territory WHS regulators and your insurer.

Recording information about incidents is integral to the effective management of risk; helping an organisation learn from its experiences, identify and address issues early and also to prevent future incidents from occurring.

Incident reporting

It's crucial that information relating to collisions, accidents and damage is documented and reported to the fleet manager.

Vehicle custodians and authorised drivers are required to complete an incident report form (either paper-based or electronic), providing accurate information, after every collision or incident. To make this as easy as possible, it's recommended that incident report forms be kept in the glove box of every fleet vehicle. If electronic forms are used, they should also be easily accessible. Completed incident report forms should be logged and stored in a central location.

It's important that all damage is recorded, whether it's minor damage 'below' or major damage 'above' the insurance policy excess. This information will assist with data management and investigation analysis. It will also enable assessment of the overall costs of vehicle collisions within the fleet.



Incident investigation

Some incidents may require further investigation. An investigation might be conducted to:

- Determine the causes and contributing factors.
- Evaluate the effectiveness of controls.
- Gather evidence for the defence of a potential claim.
- Or, because an incident is considered particularly serious.

Conducting an investigation will also help the organisation identify trends, implement preventative control measures and monitor the number of incidents.

The fleet manager should oversee any investigation with the support of the vehicle custodian and the authorised driver involved.

Communication and awareness

Drivers must be made aware of the incident reporting and investigation procedure and understand their responsibilities. Communication and awareness strategies may include:

- Providing regular training in incident reporting, investigation and accident management.
- Providing updates on the outcomes of investigations during meetings, through newsletters or other forums.
- Consulting with workers about findings and any proposed remedial actions and seeking their feedback and support.

Senior management and other stakeholders, including WHS regulators and insurers, must also be kept informed and receive accurate information regarding serious incidents, issues or trends. Communication and awareness strategies may include:

- Reporting on the outcomes of incident investigations and any trend analysis at board or senior management meetings.
- Automatically sending copies of serious incident and investigation reports to senior management.
- Developing standardised reports for incident data required by external authorities.



Fleet Management Policy

A. General

Yes No If No, actions required

- | | | | |
|---|--------------------------|--------------------------|-------|
| 1. Has your organisation developed a fleet management policy? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 2. Has your policy been approved by senior management? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 3. Does the policy statement adequately define your organisation's commitment to the safety of workers? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 4. Does your policy outline relevant roles and responsibilities ie fleet managers, vehicle custodians? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 5. Does your policy clearly define who it covers? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 6. Does your policy clearly define your operational requirements including, vehicle selection and accident and damage procedures? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 7. Does your policy provide details of the organisation's communication and awareness strategies? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 8. Does your policy provide links to other relevant policies ie work health and safety, incident reporting and investigation, finance, recruitment, etc? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 9. Have senior management, fleet managers, vehicle custodians and authorised drivers been informed of their responsibilities under the fleet management policy? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 10. Have vehicle custodians and/or authorised drivers agreed to abide by the conditions of the policy and uphold their responsibilities? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |

B. Operational Requirements

Yes No If No, actions required:

- | | | | |
|--|--------------------------|--------------------------|-------|
| 1. Does the fleet management policy or procedures outline requirements in relation to: | | | |
| a. Vehicle selection? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| b. Safety features? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| c. Equipment, modifications and accessories? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| d. Maintenance and inspections? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| e. Breakdowns and emergencies? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| f. Fair wear and tear? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| g. Towing? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| h. Vehicle security? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |



CHECKLIST

Fleet Management Policy

B. Operational Requirements

- | | Yes | No | If No, actions required: |
|---|--------------------------|--------------------------|--------------------------|
| i. Accident and damage procedures? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| j. Standards and enforcement of rest breaks? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 2. Have you included vehicle purchases within your purchasing policy? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |

C. Communication and Awareness

- | | Yes | No | If No, actions required |
|--|--------------------------|--------------------------|-------------------------|
| 1. Do workers have access to the fleet management policy? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 2. Are workers informed of any policy updates and changes? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 3. Are vehicle custodians/authorised drivers provided with a copy of the policy? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |

D. Monitoring and Review

- | | Yes | No | If No, actions required: |
|---|--------------------------|--------------------------|--------------------------|
| 1. Is the fleet management policy reviewed annually? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 2. Is the fleet management policy reviewed after a serious incident, major changes to operations or training exercises have occurred? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |

Notes/To-do List



Drivers

A. New Drivers

	Yes	No	If No, actions required:
1. Are potential drivers subject to a pre-employment licence check?	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Are overseas drivers assessed to ensure they are appropriately licensed and trained for Australia?	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. Do employment contracts for drivers clearly state their obligation to abide by the rules of the organisation and the law?	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Has an induction program been developed for vehicle custodians and authorised drivers?	<input type="checkbox"/>	<input type="checkbox"/>	_____
5. Does the induction program include the provision of the organisation's policies and procedures relating to fleet motor vehicle usage and vehicle/driving safety?	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. Does the induction program cover responsibilities in relation to these policies?	<input type="checkbox"/>	<input type="checkbox"/>	_____
7. Does the induction program cover work health and safety responsibilities?	<input type="checkbox"/>	<input type="checkbox"/>	_____
8. Does the induction program cover incident reporting and investigation procedures?	<input type="checkbox"/>	<input type="checkbox"/>	_____
9. Does the induction program cover accident management?	<input type="checkbox"/>	<input type="checkbox"/>	_____
10. Does the induction program cover standards and values related to driving behaviour?	<input type="checkbox"/>	<input type="checkbox"/>	_____
11. Is a copy of a driver safety handbook provided at induction?	<input type="checkbox"/>	<input type="checkbox"/>	_____
12. Are vehicle custodians and authorised drivers required to confirm in writing they have received and understood the policies and procedures?	<input type="checkbox"/>	<input type="checkbox"/>	_____
13. Are staff members aware of vehicle maintenance and servicing obligations?	<input type="checkbox"/>	<input type="checkbox"/>	_____
14. Have you considered undertaking audits on garaged vehicles?	<input type="checkbox"/>	<input type="checkbox"/>	_____

B. Education and training program

	Yes	No	If No, actions required:
1. Has a driver education and training plan been developed?	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Does the driver education and training plan cover incident analysis?	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. Does the driver education and training plan incorporate performance management?	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Does the driver education and training plan cover driver safety training?	<input type="checkbox"/>	<input type="checkbox"/>	_____



CHECKLIST

Drivers

B. Education and training program

	Yes	No	If No, actions required:
5. Is driver training provided to all vehicle custodians and authorised drivers at induction?	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. Is refresher training provided to workers on a regular basis?	<input type="checkbox"/>	<input type="checkbox"/>	_____
7. Has a driver selection criteria been developed to determine who will be included in the driver training program?	<input type="checkbox"/>	<input type="checkbox"/>	_____
8. Does the driver safety training cover driver responsibilities and legal requirements?	<input type="checkbox"/>	<input type="checkbox"/>	_____
9. Does the driver safety training cover vehicle safety features (such as reversing cameras, blind spot monitoring)?	<input type="checkbox"/>	<input type="checkbox"/>	_____
10. Does the driver safety training cover common driving hazards (such as driving in poor weather conditions, using your mobile phone while driving and other driver distractions)?	<input type="checkbox"/>	<input type="checkbox"/>	_____
11. Are drivers aware of what pre-journey vehicle inspections they should undertake?	<input type="checkbox"/>	<input type="checkbox"/>	_____
12. Are drivers aware of their reporting responsibilities when taking or beginning medication?	<input type="checkbox"/>	<input type="checkbox"/>	_____
13. Can drivers re-schedule meetings and tasks during adverse weather conditions?	<input type="checkbox"/>	<input type="checkbox"/>	_____

Notes/To-do List



CHECKLIST

Incident Reporting & Investigation

A. Responsibilities

Yes No If No, actions required

- | | Yes | No | If No, actions required |
|--|--------------------------|--------------------------|-------------------------|
| 1. Does the organisation have a procedure in place for collecting information regarding incidents? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 2. Is information documented in an incident report form after every collision or incident? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 3. Is information reported to the fleet manager? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 4. Are the most serious incidents, those that involve the death of a person, a serious injury or a dangerous accident, immediately reported to state or territory Work Health and Safety (WHS) regulators? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 5. Are incident report forms stored in a central location? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 6. Is there a database for recording and analysing incidents for trends? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 7. Are incidents analysed to ensure repeat offenders are subject to performance management protocols? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 8. Does the organisation have a procedure in place to identify incidents that require further investigation? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 9. Does the organisation have a procedure in place for conducting an investigation? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 10. Are workers aware of the incident reporting and investigation procedures and understand their responsibilities? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 11. Does the organisation have an accident management program in place? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 12. Do workers receive training in incident reporting, investigation and accident management procedures? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 13. Does the organisation provide workers with updates on the outcomes of investigations? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 14. Are workers consulted regarding findings and remedial actions? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 15. Are senior managers and other stakeholders kept informed re the outcomes of investigations? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 16. Have you considered an automated fleet management system that can provide real-time data and insights into driver behaviours? | <input type="checkbox"/> | <input type="checkbox"/> | _____ |

Practical help

CCI Learning Manager Driver Safety Awareness course

CCI Learning Manager's Driver Safety Awareness course has been designed to familiarise drivers with important safety concepts and to encourage them to drive more safely for both work and personal purposes.

The course is completed online at the learner's convenience, with assessments and results given at the end of the course.

Other resources

◆ Driver Fatigue Hazard

Our Driver Fatigue Hazard can give you a greater understanding of the dangers related to driver fatigue and ways to help you avoid it.

Like to know more? To speak to one of our Risk Consultants, visit www.ccinsurance.org.au or call the *risksupport* helpdesk on:

1300 660 827
helpdesk@risksupport.org.au

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Catholic Church Insurance Limited
ABN 76 000 005 210, AFSL no. 235415
GPO Box 180 Melbourne 3001

CCI RM233 0919