

## Driving Safety Policy

This policy aims to minimise accidents, injuries, and fatalities while driving on behalf of the organisation.

Team Members who fail to maintain safe driving behaviours will lose their right to drive a TDG vehicle. The [Driving Safety Risk Protocol](#) and Motor Vehicle Policy support this.

### Scope

This policy applies to all TDG Group employees and subcontractors (“Team Members”) who drive TDG Group vehicles/mobile plant or use their own vehicles for work purposes.

Driving encompasses all forms of self-propelled mobile plant.

### Principles

Every person entrusted with the care and operation of a mobile plant must demonstrate and sustain a pattern of safe, risk-aware and competent operation. The core requirements are:

- Comply with all Road Regulations
- Conduct pre-drive checks of vehicles and report all faults immediately
- Seat belts must be worn by all occupants at all times, at all speeds, at any distance, and in any direction.
- Do not use mobile phones/devices while driving unless a hands-free system is in use.
- Do not drive under the influence of alcohol or drugs.
- Ensure you are medically fit to drive and report any medical conditions or treatments that could affect your ability to operate a vehicle safely.
- Drivers must operate according to regulated work: rest hours and not operate when fatigued
- Guide/spot vehicles through areas with restricted visibility
- Ensure vehicles are loaded securely and in accordance with mass limits
- Children to not to be transported in operational vehicles, including but not limited to: all trucks, all mobile operating plant, CCTV vans or any other form of plant used to conduct operational tasks.
- No pets or animals of any form are to be transported in an operational TDG vehicle.
- Notify your manager if your license is suspended, revoked, or lost.
- You are responsible for any fines, infringements, or penalties incurred while operating a vehicle.
- You must report all accidents/damage immediately. If your report successfully supports a Not At Fault insurance report, then the Manager is authorised to issue a \$50 gift certificate
- Drivers must complete a Driving Assessment within their probation period or as required to validate their competency to drive.

## GPS and Vehicle Monitoring

TDG may utilise GPS/IVMS systems, including cameras, to enhance safety, improve efficiency, and ensure compliance with driving guidelines

## Discipline for Non-Compliance

Non-compliance with this Driving Safety Policy may result in disciplinary action, which could include warnings, suspension, or termination, depending on the severity and frequency of the violations.

High-risk, reckless or dangerous events may result in immediate suspension, termination or loss of the right to drive TDG vehicles

Disciplinary measures will be implemented fairly and consistently, in accordance with the organisation's procedures for addressing employee misconduct.

## Conclusion

Safety is everyone's responsibility. By adhering to this Driving Safety Policy, Team Members will contribute to a safer workplace and road environment. Non-compliance with this policy may result in disciplinary action.

## Controlled Document

Issue Date	04/09/2024
Type	Policy
Owner	HSEQ