



BACKLINE

LOGISTICS | RECRUITMENT | TRAINING

Damage & Accidents Policy

As a professional driver, you are personally responsible for the vehicle that you are driving and the safety of those around you.

You have a duty of care to do everything possible to avoid any of these situations resulting in such damage.

- Ensure that you are paying full attention to the road at all times, in particular not distracting yourself with operating the radio, paperwork, eating or drinking whilst driving or any other activity which may take your attention away from the safe operation of your vehicle unless parked in a safe place engine off and with the handbrake applied.
- Get out and check. If you're unsure whether you can access via a particular route, stop the vehicle in a safe place, exit and assess the situation.
- Ensure you are aware of your vehicle's height, width and weight.
- Ensure you are familiar with the controls for any equipment used (e.g. HIAB).
- For manoeuvres in or out of tight spaces, use a banksman where possible.
- Plan your route according to the vehicle you are driving.
- Seek advice from the company you are working for if you are unsure of access points

You should also be aware that, as an agency driver, you will be at increased risk of being blamed for historical damage that occurred whilst you were not in charge of the vehicle. To mitigate this risk, you should ensure that you carry out thorough vehicle checks both at the start and end of your shift, making the client aware of any pre-existing damage before you leave site.

If damage to vehicle, property or persons occur, you must report it as soon as possible to the company with which you are working and to your Backline branch. Never admit liability, take pictures and any witnesses and or 3rd party details.

If involved in damage incidents, information including your driving licence number and address will be shared with and stored by insurance companies for the purposes of processing any insurance claim(s).

Employees who are deemed to have caused damage to vehicles, property or persons by negligent act(s) or who violate this policy (e.g. do not report damage that has occurred) will be subject to disciplinary actions, up to and including the termination of the working relationship with Backline.

Name.....

Signature.....

Date.....