CONSULTING CIVIL & STRUCTURAL ENGINEERS

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SAFE DRIVING POLICY STATEMENT

PGCS Partnership Limited will ensure that this Policy is brought to the attention of all staff, whether they are employees, sub-contractors or self employed. As a responsible employer, PGCS Partnership Limited has in place procedures to minimise, as far as reasonably practicable, the likelihood that staff are injured in road traffic accidents while on company business.

While driving vehicles on company business, PGCS Partnership Limited requires that all staff must comply with traffic legislation, be conscious of road safety and demonstrate safe driving and other good road safety habits. The following actions on company business will be viewed as serious breaches of conduct and dismissal may be a consequence:

- Drinking under the influence of drugs while driving
- Driving while disqualified or not correctly licensed or insured
- Reckless or dangerous driving causing death or injury
- Failing to stop after a crash
- Using hand-held mobile phone while driving a vehicle
- Smoking whilst driving a company vehicle
- Any actions that warrant suspension of a licence

PGCS Partnership Limited requires that staff allow adequate time in the planning of road journeys and that staff cease driving immediately of they feel the onset of tiredness. PGCS Partnership Limited recommends that all vehicles used on company business meet EU safety standards and are maintained in accordance with the manufacturer's maintenance schedule.

PGCS Partnership Limited will not require staff to drive under conditions which are unsafe and/or likely to create an unsafe environment, physical distress, fatigue, etc and where necessary will arrange specific driver training.

PGCS Partnership Limited requires that mobile phones (other than hands free) are not used while driving, with the use of hands–free mobile phones being strongly discouraged while driving.

ROBERT SYMS
MANAGING DIRECTOR
6TH MARCH 2009