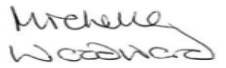


# J. SWINGLER TRANSPORT

## HEALTH, SAFETY & ENVIRONMENTAL RISK ASSESSMENT

<b>Activity:</b>	In vehicle cab whilst driving / Reducing driver distraction								
<b>Client / Site Address:</b>									
<b>Date of Assessment:</b>	Jan 2024	<b>Assessor:</b>	Michelle Woodward	<b>Signed:</b>		<b>Review Date:</b>	Jan 2025	<b>Reference:</b>	RA008
Nature of Hazard	Person/Property at Risk	Risk Analysis Without Controls			Control/Action Required	Residual Risk Factor (Severity x Likelihood)			
		Severity	Likelihood	Risk Rating					
		0-5	0-5	0-25					
Distraction whilst using handheld mobile phone	Driver(s) Site operative(s) Vulnerable road user(s) Pedestrians Other road user(s)	5	2	10	Use of handheld mobile phones prohibited by law whilst driving. Use of handheld mobile phone restricted by company policy (only in an emergency) Mobile phones should only be used when the vehicle is parked, the engine is off & the handbrake applied. Operations Manager to monitor trackers before calling. Await till vehicle parked, then call, and await response from driver instead of calling repeatedly.	5			
Distraction whilst using hands-free mobile phone	Driver(s) Site operative(s) Vulnerable road user(s) Pedestrians Other road user(s)	5	2	10	Only manufacturer fitted hands-free equipment to be used. Mobile phone must be connected to hands-free kit before commencing journey. During travel, phones to be placed out of reach. It is preferable not to use a phone at all whilst driving.	5			
Distraction whilst using 2-way radio	Driver(s) Site operative(s) Vulnerable road user(s) Pedestrians Other road user(s)	5	2	10	Use of 2-way radios prohibited by company policy. 2-way radios should only be used when the vehicle is parked, the engine is off & the handbrake applied. During travel, radios to be switched off. Radios to be removed from vehicles unless absolute necessary to daily activities.	5			
Distraction whilst using satellite navigation system	Driver(s) Site operative(s) Vulnerable road user(s) Pedestrians Other road user(s)	5	2	10	Do not operate any satellite navigation devices whilst driving. Ensure device is programmed before commencing any journey whilst the vehicle is parked, engine off & handbrake applied.	5			

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### HEALTH, SAFETY & ENVIRONMENTAL RISK ASSESSMENT

Distraction whilst using in-vehicle entertainment systems	Driver(s) Site operative(s) Vulnerable road user(s) Pedestrians Other road user(s)	5	2	10	Do not attempt to re-tune any in-vehicle entertainment systems whilst driving. Do not insert or remove CD/USB devices from any in-vehicle entertainment systems whilst driving. Only adjust radio, CD/USB player or alternative media player when the vehicle is parked & the handbrake applied.	5
Distraction by eating, drinking or smoking whilst driving	Driver(s) Site operative(s) Vulnerable road user(s) Pedestrians Other road user(s)	5	2	10	No smoking is allowed in any company vehicle. Do not eat or drink whilst driving. If you are hungry or thirsty, take a break before consuming food or drink.	5

Severity:	Likelihood/Probability:	Action - General "Rules of Thumb":
0 No injury or illness.	0 None to very low.	If the risk can be reduced without any additional resources, it should be reduced, even if it is already at a low level.
1 First Aid injury or illness.	1 Very unlikely.	
2 Minor injury or illness. Includes where a person would lose up to 3 days away from work.	2 Unlikely.	If the risk is high (eg: greater than 15), you should normally do something to reduce the risk.
3 Over 7-Day injury or illness. Where a person would lose more than 7 days off work or on light duties.	3 Probable	
4 Specified injury or illness. (RIDDOR 2013)	4 High Probability	If you are not sure whether a particular risk should be reduced or not, you should seek advice from your safety professional or Manager.
5 Fatality or disabling injury/illness.	5 Definite.	
	<b>Risk Rating:</b> 0-25	Risk classification - 0 – 5 <b>Low risk</b> , 6 – 15 <b>Med risk</b> , 16 – 25 <b>High risk</b>