



safe driving at work

work within the speed limits

As an employee, you have a responsibility to know the speed limits.

30 Speed limit applies as shown on sign

National speed limit applies

	Built up area (street lighting*)	Single carriageway	Double carriageway	Motorway
 Cars and motorcycles (including car derived vans up to 2 tonnes maximum laden weight.)	30 mph	60 mph	70 mph	70 mph
 Cars towing caravans (including car derived vans and motorcycles.)	30 mph	50 mph	60 mph	60 mph
 Buses and coaches (not exceeding 12 metres in overall length.)	30 mph	50 mph	60 mph	70 mph
 Goods vehicles (not exceeding 7.5 tonnes maximum laden weight.)	30 mph	50 mph	60 mph	70 mph [†]
 Goods vehicles (exceeding 7.5 tonnes maximum laden weight.)	30 mph	40 mph	50 mph	60 mph

*30mph limit applies to all roads with street lighting unless signs show otherwise.
†60mph if articulated or towing.

Information on speed limits, camera locations and useful links is available at www.sussexsaferroads.gov.uk

get more information

As well as discussing any of the topics raised in this leaflet with your employer, you can access help and information on many driving at work issues from the following organisations.

<None>Brake - www.brake.org.uk

AIRSO - www.airso.co.uk

DfT Driving for Work - www.dft.gov.uk/drivingforwork

Highways Agency - www.highways.gov.uk

HSE - www.hse.gov.uk - www.hsebooks.co.uk

LARSOA - www.larsoa.org.uk

Occupational Road Safety Alliance - www.orsa.org.uk

RoSPA - www.rospa.com

Think! - www.thinkroadsafety.gov.uk

Acfo - www.acfo.org

If you'd like further information or need advice on any of the issues raised in this guide please email us at www.sussexsaferroads.gov.uk/COSTS



Produced by the Sussex Safer Roads Partnership.



information **all employees** need to know



driving **safety** at work

Driving is the most dangerous activity that most of us carry out in our daily lives. Annually around 3,400 people are killed and more than 44,500 seriously injured in accidents on Britain's roads.

It is estimated that about 30% of these involve 'at work' drivers and as many as 1,000 people die every year in occupational accidents on our roads compared with under 350 in other work related accidents.

Health & Safety law applies as much to driving for work activities as to all other work related activities.

Your employer has a duty to ensure you are not compelled to break the law whilst driving and you, an employee, have a legal duty to drive within the law.

For your safety and that of other road users, you have a company driving policy in operation, make sure you know it!

the **most dangerous** part of any job is the driving

There are lots of things that your employer is doing to reduce the risks associated with driving for work, but there are also many things that you can do too. Here is a list of ten daily check points for you to consider and act upon.

1 Speed limits

Always drive within the speed limit, keeping a look out for pedestrians, cyclists and bikers. Speeding to save a few extra minutes isn't worth it - it's you that will be paying the price, not your employer.

2 Drinking and driving

Never risk driving after drinking or taking drugs. Even if a few hours have passed since your last drink, you may still be over the limit and at increased risk. Don't underestimate the effects of drink, even if you've had a sleep. Be aware of any side-effects that may affect your ability to drive if you're on any kind of medication.

3 Mobile phone use

Ensure that your mobile is switched off. Drivers using **any kind** of mobile phone (hand-held **or hands-free**) have much slower reaction times than those who drive under the influence of alcohol. In fact you are 4 times more likely to crash if you're using a mobile whilst driving.

4 Tiredness

Never drive when you're tired, this is a major cause of accidents on the road. On a long drive you should take at least one 15 minute rest every 2 hours.

5 Distraction

It's easy to become distracted and 'switch-off' when you're driving. Don't try to multi-task (for instance, smoking whilst driving) and if you have passengers, ensure that they do not distract you.

6 Road conditions

Over-taking when you don't have a clear view and driving too close is dangerous, particularly in bad weather. Count the seconds between you and the car in front! If you are closer than 2 seconds in good weather, drop back; longer in bad weather.

7 Eyesight

You must be able to read the number plate of a vehicle from 20.5m away, if you can't, you have to wear glasses or contact lenses. Regularly check your eyesight.

8 Lights and tyres

If you're driving the vehicle it's your responsibility to check the lights and tyres. Not only are missing lights and worn tyres dangerous, it's an offence to drive with them.

9 Head restraints

There are 250,000 cases of whiplash every year - damaging necks and backs and leading to time off work. Check the position of the head restraints before you drive off.

10 Necessary journey?

Do you question whether or not a journey is necessary? Is it possible to use the telephone or email? If it's a long journey could you use a safer form of transport (i.e. rail)?

Remember - you risk the chance of losing your job if it is your employer's policy that all drivers of company vehicles must hold clean driving licences.