

Road safety in your workplace

Almost 30% of workplace fatalities in NSW are the result of road crashes at work, while about 25% of the state road toll involves a vehicle being used for business.

***Road Safety and Your Work: A Guide for Employers* will help your organisation establish internal policies and practices for safe work-related travel.**

Your Work Health and Safety obligations

- › Employers have a primary duty of care to provide and supervise a safe system of work under the **Work Health and Safety Act 2011**
- › A vehicle used for business is considered to be a workplace
- › A business must provide workers with the information, instruction, training and supervision necessary to ensure their health and safety

For more information on your WHS obligations visit the **SafeWork NSW** website at safework.nsw.gov.au or contact your local SafeWork NSW inspector.

Managing road safety risk



Employer benefits

- › Reduce the risk of your workers (and others) being killed or seriously injured in a road crash
- › Meet your WHS legislative requirements
- › Potentially reduce the costs of your:
 - Insurance premiums
 - Vehicle maintenance
 - Fuel consumption
 - Penalty notices
- › Motivate your workers and demonstrate that your organisation values their safety
- › Minimise lost working days and LTIs due to worker injuries
- › Promote your workplace as a safe place to work
- › Create a competitive advantage (stand above the others)
- › Be seen as socially responsible by fulfilling your *Corporate Social Responsibility* role

Employer responsibilities

- › Develop, implement and maintain a Road Safety Policy for your organisation
- › Purchase and maintain a safe and roadworthy fleet
- › Monitor and supervise work-related travel
- › Ensure workers are competent to travel and are not impaired
- › Schedule work to account for driving within speed limits and managing fatigue
- › Ensure workers are not expected to make or respond to calls when travelling
- › Ensure workers are educated about safe road behaviours and undertake road safety training
- › Review and address all crashes and near misses relating to work-related travel
- › Hold workers accountable for breaches of your Road Safety Policy

Vehicle purchasing/leasing

- Buy 5 star **ANCAP** or **Used Car Safety Rating with Safe Pick** vehicles
- Ensure vehicles have the latest safety features:
 - Seatbelt reminders and pre-tension devices
 - Driver, passenger and side curtain airbags
 - Electronic Stability Control (ESC)
 - Brake Assist Systems (BAS)
 - Autonomous Emergency Braking (AEB)
 - Lane support systems such as Blind Spot Monitoring, Lane Keeping Aid and Lane Departure Warning
 - Reverse collision systems such as reversing camera, Rear Cross Traffic Alert (RCTA) or parking sensors
- Ensure maintenance and safety checks are carried out regularly

Develop a Road Safety Policy

A document for developing a road safety policy is available for download to assist your organisation embed road safety within your workplace.

This document is flexible and can be adapted to suit your organisation and help in the development of your organisation's road safety policy or to utilise within existing WHS policies.

Engage your workers

Employers need to engage with workers to promote road safety. Using different types of engagement can help start conversations about the importance of remaining safe on our roads. Examples include:

- One-on-one meetings with your workers
- Company newsletters, blogs, emails and intranet content
- Fact sheets, FAQs and top tips
- Presentation to a large group of your workers

- Including road safety at a company-wide staff day
- Inviting a road safety ambassador to give a talk at a staff function
- Structured training or induction program
- Making a video showcasing your road safety progress
- Introduction of a 'safe driver rewards program' to incentivise your workers to drive safely
- Short toolbox talks (10 to 20 minutes) to discuss one road safety topic at a time
- Have a BBQ and incorporate a toolbox talk discussion

Together, these engagement tools can be reinforced once your road safety policy has been launched. The only rule is to **keep your messaging clear, concise and simple.**

Employer resources

These resources are available on our website:

- Digital copy of *Road Safety and Your Work: A Guide for Employers*
- *Guidance for Developing a Road Safety Policy*
- Information and fact sheets on road safety issues
- A link to **National Road Safety Partnership Program** supporting resources and materials
- Links to supporting online resources

Visit our website at roadsafety.transport.nsw.gov.au

How we can support you

- Contact your local council **Road Safety Officer** to arrange a follow-up or detailed discussion
- Contact your local Transport for NSW **Road User Safety** team
- Contact the **NSW Centre for Road Safety** at towardszero@transport.nsw.gov.au

October 2019