

To All TEJV personnel and contractors

Recently there have been several minor motor vehicle incidents on the Transport Express JV projects resulting in damage to the side and rear panels of vehicles.

These incidents highlight the need for extra caution when moving or reversing vehicles on a work site, in car parks and private driveways.

All drivers of TEJV vehicles need to re-assess the movement of their vehicle on every occasion especially when reversing.

Drivers are advised to park their vehicles away from the work area or non busy area of a car park and walk the additional distance.

Drivers need to make an assessment of all blind spots of their vehicles.

#### **CORRECTIVE / PREVENTATIVE ACTION REQUIRED**

- Ensure that you hold the appropriate class of drivers licence and the licence is current.
- Drive in a manner that minimises risk to yourself and others, as well damage to vehicles and property.
- Be aware of blind spots to the side and rear of your vehicle (Install blind spot mirrors if required)
- Wear prescription glasses if indicated on your licence.
- Always walk around your stationary vehicle to check for any hazards before driving.
- Use hands free devices for mobile phones if driving, avoid using when reversing, minimise all call.
- You must not operate a vehicle if under the influence of alcohol or any other drugs.
- All movements of a vehicle must be planned before hand when reversing or driving long distances.
- Under take a pre-start inspection of the vehicle prior to starting, noting any defect or damage.
- Avoid driving or reduce speed in poor weather conditions, poor light or where animals may cross the road.
- Do not drive a vehicle if you have been working for extended periods as you may be fatigued.
- Always remember that safe driving is the number one priority.

Issued by  
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