

Fleet Program

Analyze • Inform • Motivate

Any business that has a small fleet or drivers as a part of their workforce should have a Fleet Safety Program in place. It's proven that Fleet Safety Programs help prevent injuries, reduce liability, improve productivity and reduce operating costs, and save lives. Components of a Fleet Safety Program include:

Commitment and Leadership from Management

Management needs to make a full commitment and lead by example 100% of the time. Management's commitment should be illustrated in the form of a clearly written Safety Policy which also serves as future reference for specific policies and procedures that pertain to your program.

Driver Selection and Qualification Guidelines

Good driver selection can account for 50% of your



safety programs failure or success. Any guidelines and standards you have in place

should be used to screen potential employees and maintain driving privileges for existing employees. Pre-hiring

criteria should include: Possession of a valid driver's license, clear drivers abstract, and a drug and substance free policy. Also consider having a policy that requires employees to report any revocation or suspension of driver's license that happens outside of work; (i.e. DUI or suspension due to motor vehicle violations that are un-resolved.)

Effective Training

A successful fleet safety program has drivers who possess and exhibit safe driving skills daily. Training should cover: Defensive driver techniques, Use of Mirrors, Reversing and Pulling out of

Stalls, and any refresher courses that can maintain or improve driving skills.

Components of a Fleet Safety Program

- Management Commitment
- Driver Selection and Qualification
- Driver Training
- Vehicle Inspection
- Fleet Maintenance
- Accident Investigation
- Incentives and Rewards

Vehicle Inspection and Fleet Maintenance

Inspection of vehicles along with routine maintenance and repair of vehicles will help ensure that you have safe and fully operational vehicles out on the road. Vehicles in need of maintenance or on the verge of breaking down are not only hazardous but can also put you and your employees at risk for an accident, operating costs can increase due to repairs or vehicle replacement. A pre and post trip inspection checklist should also be used requiring anyone who uses a vehicle to inspect the vehicle before and after use to ensure its safe to use, or highlight an issue that needs to be addressed.

Accident Investigation

A good fleet Safety Program also has a protocol to quickly document and report accidents. Include a review component as a learning tool to prevent future accidents from occurring. The accident report should be an objective chronological written statement of the facts and details of the accident. Pictures of the scene, any

damages, and diagrams are also beneficial. Review the accident findings with the employee involved and use it as review for possible training needs.

Incentive and Rewards Component

This is a key component of your program and is a form of re-enforcement

by recognizing positive behavior. If you don't recognize positive behavior the hard work and training you put into your program will be wasted. Another benefit is employee retention which will benefit you the employer in the long run. Good drivers with good driving history are hard to find.



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About DTRIC Insurance Risk Consulting Services

The Risk Consulting Services team at DTRIC Insurance is designed to help you reduce accidents and injuries in the workplace. Our approach involves our proven **A.I.M.** process that is easy to understand and simple to implement.



ANALYZE

We start by helping you understand and assess your current situation with services including:

- Safety audits
- Property and liability hazard surveys
- Accident investigation training
- Graphical analysis
- Job hazard analysis

INFORM

Keeping your team members informed is essential to success. We'll help you:

- Develop a safety committee
- Provide educational resources
- Work with your management team to develop their skills and knowledge of regulations
- Address loss trends with training on key issues
- Open communications within your organization

MOTIVATE

The more safety is promoted in your workplace, the more motivated your team members will be to make safety a top priority. Whether you motivate with promotions, incentives or recognition, we'll help you develop a results-driven method to encourage safety at all times.

DTRIC's Risk Consulting Services team will work closely with you to create a program to effectively improve your bottom line.