

SAFE LOADING POLICY

1. Background

During 2013/14 Highways England reported over 22,000 road impact incidents caused by objects falling from vehicles; this is dangerous to all road users.

During an average year there are around 2,000 prohibitions issued for unsafe loads.

An unsafe loading/unloading offence carries 3 penalty points and a licence endorsement for you.

The court may also give you an unlimited fine.

You are bound by law to pay attention to the weight, size and security of any load carried on your vehicle. The law requires a load to be arranged and secured so that there is no likelihood of danger, injury or nuisance to any person.

Our company goal is to minimise the risk of incidents or injury to our own staff and the public.

2. Aim

The aim of this Policy is to:

- Communicate the Coombes' safe loading/unloading policy to all drivers (including sub-contracted and agency);
- Convey to loading staff the need to ensure that vehicles are safely loaded & loads in normal & emergency situations do not cause a hazard and that appropriate load restraints are used.
- Ensure staff are fully trained on the correct methods of loading and unloading a vehicle safely including correct use of restraints and aids (as per Highway Code Rule 98 – Vehicle towing and loading).
- Make sure vehicles are loaded safely, do not cause a hazard and that appropriate load restraints are used. This is done to prevent goods from falling onto roads while on the journey, prevent goods getting damaged in transit and reduce the likelihood of accidents and fines.
- Understand that the law requires a load to be arranged and secured so that there is no likelihood of danger, injury or nuisance to any person. Penalties for overloading can result in prosecution. It is your responsibility as a driver to ensure your vehicle is loaded safely whether you loaded it or not.
- Ensure that risk assessments required by law are undertaken to identify risks and appropriate measures to control those risks. They help you decide whether you have covered all you need to. A risk assessment is a systematic process of evaluating the potential risks that may be involved in a projected activity or undertaking; refer to the company risk assessment manual for generic assessments to be used as a reference.
- Ensure staff check the load before you commence your journey and after any part of it is unloaded during transit.

The supporting toolbox talk covers how to load a vehicle safely, who's responsibility this is and when load safety checks should be carried out. It also highlights what a risk assessment is and what it should include.

This policy will be regularly reviewed (minimum annually).

Signed on behalf of Coombes Forestry Limited



Managing Director – Shane Coombes

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