VEHICLES AND DRIVING

1. Scope

This standard applies to all vehicles and drivers on Vedanta operating and project sites or on company business outside these sites. The standard also applies to vehicles and drivers working under direct contract and control of Vedanta businesses. Vehicles include any equipment or machinery used for moving people or materials but does not include rail locomotives, cars or carriages.

2. People

2.1. A vehicle and road safety awareness program must be in place for all employees, contractors and visitors covering site and local environs;

2.2. Operators of heavy equipment and those driving in areas of heavy equipment activity must undergo induction and training covering the specific hazards pertaining to their role and must be authorized as competent. Reassessment of competence must be undertaken either annually or derived from a risk assessment for each vehicle type;

2.3. Operators of heavy equipment must be assessed and declared medically fit for their role;

2.4. A system must be in place to ensure that drivers:

2.4.1. Have a valid driver's license;

2.4.2. Are subject to behaviour based feedback;

2.4.3. Perform a pre-operation safety check;

2.4.4. Understand emergency crash and breakdown procedures, including tire changing where applicable.

2.5. A system and procedures must be in place to manage driver fatigue;

2.6. Persons operating any equipment associated with a vehicle such as vehicle mounted cranes and winches must be suitably trained and accredited;

2.7. A zero-tolerance policy and procedures must be in place for driving a company vehicle under the influence of alcohol; illicit drugs; or prescription medicines that forbid driving;

2.8. A zero-tolerance policy must be in place for driver's texting, talking or reading a cell phone in a moving vehicle.

3. Process

3.1. A risk assessment shall be conducted to identify the conditions and behavioural factors that impact vehicle and driving safety. The risk assessment must cover all aspects of vehicles and driving and will have up-to-date action plans in place to manage identified issues;

3.2. Vehicle selection must be based on a risk assessment considering tasks, application and environmental conditions;

3.3. Vehicles must be subject to an appropriate pre-operation safety check;

3.4. The driver and all passengers must wear their seat belts at all times;

3.5. Speed limits and traffic rules must be rigorously enforced and reviewed regularly;

3.6. Systems and procedures must be in place to ensure that risks associated with vehicle journeys are controlled;

3.7. A site-based traffic management plan must be in place that includes but is not limited to:

3.7.1. Setting appropriate speed limits;

3.7.2. Overtaking protocols;

3.7.3. Rules for hazardous or restricted areas;

3.7.4. Minimum safe distances between moving vehicles;

3.7.5. Installation of road safety signs;

3.7.6. Demarcation of pedestrian walkways;

3.7.7. Parking provisions.

3.8. Wheel chocks should be applied to parked vehicles on operating sites. Where a parked vehicle can move without the hand brake applied and not in gear, wheel chocks are mandatory;

3.9. Vehicles must be fitted with the following minimum features as appropriate to the vehicle's purpose:

3.9.1. Fixed seats and safety belts for driver and all passengers, unless a risk assessment specifies otherwise;

3.9.2. A speedometer;

3.9.3. Drivers air bag and passengers air bag if available as a manufacturer fitted item;

3.9.4. Fire extinguisher, first aid kit, two high visibility jackets and emergency road side triangles;

3.9.5. Reflective tape should be considered for the front and rear of the vehicles to enhance visibility at night;

3.9.6. Vehicles working within plant boundaries must have an audible reversing alarm and audible/visible systems alerting vehicle movement as required by the vehicle risk assessment.

3.10. Vehicles should not have:

3.10.1. Seating that is side mounted;

3.10.2. Externally mounted fuel containers or carrier.

3.11. Consideration should be given to the inclusion of IVMS (In Vehicle Monitoring System) or GPS devices to monitor and provide feedback on driver behaviour.

4. Review

4.1. A formal inspection and preventative maintenance system must be in place to ensure that vehicles are maintained in a safe and roadworthy condition;

4.2. Vehicles must comply with local laws and regulations, particularly as these apply to the transport of hazardous materials.

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