

Policy

Skanska UK Management of Occupational Road Risk

Section J.2
Issue date: 31/01/12
Updated: 23/05/19
Responsibility: Director of Health & Safety

1 Policy

Skanska UK is committed to achieving continual improvement in standards of health and safety at work and seeks to reduce the risks to its drivers whilst they are driving to and from their place of work and during the course of their work. Skanska UK is also committed to reducing the number of road accidents and incidents which occur as a consequence of its undertakings.

To achieve this aim, Skanska UK will help to improve road safety by:

- Promoting awareness of Occupational Road Risk throughout the company and its Supply Chain
- Proactively managing Road Risk
- Assessing vehicle suppliers, including reviews of their maintenance capability and performance
- Assessing drivers' fitness, conducting in-house HGV driver medicals in accordance with licensing requirements and introducing mandatory eye tests for all drivers of HGVs every 6 months.
- Undertaking driver assessment and familiarisation relative to type of vehicle
- Promoting measures to combat fatigue through journey planning, overnight stays, car-sharing, alternative modes of transport and alternative methods of interaction e.g. conference calling
- Ensuring compliance with requirements of daily and weekly defect reporting procedures for commercial vehicles
- Investigating road traffic accidents in accordance with escalation processes
- Carrying out DVLA driving licence checks on all drivers of company vehicles recipients of car allowance and occasional users who are reimbursed for mileage. Commercial drivers will be subject to licence checks every 3 months with all other drivers being subject to a licence check every 6 months, or more frequently depending on risk level.
- Undertaking annual checks of insurance, vehicle registration and MOT documents of persons receiving a car allowance, with payments being triggered by Fleet services on receipt of compliant documentation
- Implementing Management Systems for recording vehicle allocation to drivers
- Undertaking driver Risk Assessments and implementing a programme of risk reduction based on the results, following road traffic incidences or breaches of legislation
- Briefing drivers on policy and manuals for commercial and car drivers during their induction

- Reviewing environmental impact during the implementation of this policy
- Regularly monitoring and reviewing the MORR policies and procedures
- Providing adequate resources to deliver the above

2 Responsibilities

The Managing Directors/Functional Managers shall be responsible for review of their business operating requirements against this policy and its implementation within their area of responsibility.

Line Managers shall be responsible for ensuring that the company MORR policy is adhered to within their area of responsibility.

Employees will:

- Comply with all MORR policies and procedures
- Report concerns and incidents
- Cooperate with monitoring
- Attend and complete appropriate training and assessments as required

Occupational Road Risk shall be assessed, monitored and reviewed using the following methods:

- Driving Licence checks relative to penalty points
- All drivers will be given a Drivers Induction upon joining the company and a refresher every three years
- All drivers will complete an Occupational Road Risk assessment upon joining the company which will be repeated at 3-year intervals and upon change of circumstance
- Results of Risk Assessments will be collated and categorised by risk level with priority training being given to those facing the highest risks
- Skanska will record mileages, incidents, traffic violations, penalties and associated costs and review training and operational needs accordingly
- Skanska will provide training relative to the risks faced by its drivers
- Skanska will communicate changes to Occupational Road Risk to all employees

Procedure

Skanska UK Protecting vulnerable road users

Section J.2.a
Issue date: 21/05/18
Updated: 23/0519
Responsibility: Director of Health & Safety

1 Introduction and context

The purpose of this policy is to provide consistent control in the protection of vulnerable road users across all Skanska UK Operating Units. This will be achieved through Operating Units demonstrating documented compliance with the requirements of this policy.

Every year there are a large number of road traffic incidents involving HGV's (heavy goods vehicles over 3.5 tonnes) and a disproportionate number of these are construction vehicles. This has led to construction-related initiatives in the form of both FORS (Fleet Operators Recognition Scheme) and CLOCS (Construction Logistics and Cyclist Safety Scheme), both of which are designed to support vulnerable road users by developing standards for construction logistics.

Skanska has been involved in the development of both of these schemes and is in full support of their shared vision:

To fundamentally change the way the construction industry manages work related road safety by focussing on three areas;

- Improve vehicle safety through design and maintenance of safer new vehicles and fitting of appropriate safety equipment to existing vehicles
- Addressing the imbalance in the construction industry by ensuring road safety is considered as important as site safety
- Encouraging wider adaptation of best practice across the construction industry

In line with Skanska's commitment to improving the management of road related risk, and the work of both FORS and CLOCS, Skanska commits to the following (where the project is under Skanska control):

- Ensuring a site specific traffic management plan and risk assessment is in place, communicated and implemented
- Ensuring suitable vehicle routes have been identified and that this route accounts for vulnerable road users
- Ensuring that suitable waiting/parking areas have been identified
- Ensure that agreed routes are communicated to suppliers and contractors and are briefed during inductions

Skanska requires that all parties who bring vehicles to a Skanska location will;

- Operate in line with the sites traffic management plan and use designated routes to access site and relevant booking systems, where advised

in addition, organisations who operate a fleet of HGV's will;

- Be Signed up to the CLOCS 'Memorandum of Understanding' and become a CLOCS champion to show their commitment to the Standard and the measures to be taken to improve the management of road related risk
- Partake in vehicle and compliance checks at site locations in line with the CLOCS Standard
- Hold UK wide FORS Silver accreditation covering all operating centres

2 Additional information

FORS website: <http://www.fors-online.org.uk/cms/>

CLOCS website: <http://www.clocs.org.uk/>

Vehicle Exemptions: <https://tfl.gov.uk/info-for/deliveries-in-london/delivering-safely/safer-lorry-scheme>

3 Skanska Guidance

- An overview of FORS and CLOCS requirements (EHS009 G01)
- A comparison of previous FORS standard and the revised FORS standard (EHS009 G02)
- Vehicle requirements poster (EHS009 G03)

Procedure

Skanska UK

FORS / CLOCS standards for supply chain partners

Section: J.2.b
Issue date: 23 06 2021
Updated: 23 06 2021
Responsibility: Director of Quality, Health, Safety and Wellbeing

1 Introduction and purpose

As part of delivering an Injury-Free Environment (IFE) where no one is harmed out of risks arising from Skanska operations, we will consider and implement appropriate vehicle, driver, and site arrangements for the protection of workers and road users. The benchmark for these factors is the **Fleet Operator Recognition Scheme (FORS)** and **Construction Logistics and Community Safety (CLOCS)** standards.

1.1 Scope

This procedure applies to supply chain vehicles and drivers. Where contractual or geographic requirement apply, FORS and CLOCS will be applicable to the supply chain. Skanska policies and procedures will be communicated and implemented.

1.2 Risk assessment

Where implementation of FORS and CLOCS is not a requirement of the main Skanska contract, or geographic with a local authority, the Skanska project management team must assess the risk to harm presented by operations before deciding on whether to apply arrangements to the supply chain, or not.

The following should be considered when undertaking the risk assessment:

At risk population:

- Vulnerable road users such as pedestrians, cyclists, horse riders, etc.
- Children and disabled adults
- Vehicle drivers and any passengers, whether working or not
- Plant and Vehicle Marshals (PVM), where provided as part of the safe systems onsite
- Site workers, whether interfacing with vehicles or not

Higher risk factors:

- Vehicle movements at times of peak flow, for all types of road user
- Volume of vehicles / deliveries to site
- Ground conditions under traffic routes, or loading / unloading areas
- Vehicle loading and unloading operations, whether on or adjacent to site
- Site access / egress, particularly steep gradients, or impact from adverse weather
- Routing to site past, or through densely populated areas
- Busy junctions and left turns for large vehicles

2 Additional information

FORS website: <http://www.fors-online.org.uk/cms/>

CLOCS website (resources): <https://www.clocs.org.uk/resources.php>

- CLOCS guide – managing supply chain compliance
- CLOCS handbook – assessment for on-site ground conditions
- Assessment for on-site ground conditions form
- Example contract clauses
- Example letter to suppliers
- Collision reporting requirements of Client and Principal Contractor

3 Skanska guidance

Skanska standards on FORS and CLOCS can be found in Commercial Fleet FORS guidance document and EHS 009 How to guide on CLOCS.