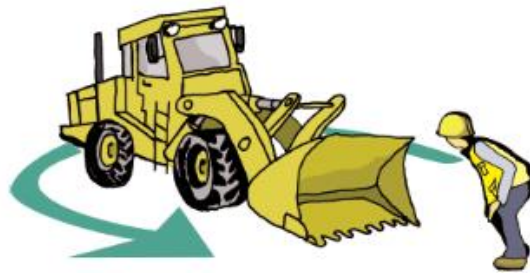




RULE No 9 – Make sure your vehicle is safe. Vehicles must be in perfect condition

For your own safety and the safety of the other road users, all vehicles and mobile equipment shall be maintained in perfect roadworthy condition.

- **Vehicle's condition** have to be inspected before each journey (brake, tire pressure, equipment well fixed, mirrors in place, etc.) and confirmed to be in safe condition.
- Dedicated **check list** for each type of vehicle must be used.
- Records must be **documented**.
- Pre-start checks shall ensure the vehicle is in a **roadworthy condition**.
- Pre-start checks have to be carried out by the designated vehicle **driver**.



Mobile equipment maintenance and servicing

HeidelbergCement companies must ensure that all vehicles are in a roadworthy condition and are regularly assessed as part of a planned maintenance program.

HeidelbergCement companies must provide a planned approach to vehicle inspections and maintenance, including daily and weekly checks by the driver, and planned maintenance programs with clear standards and maximum periods between services. Where legally required, vehicles undergo inspections by government bodies and are issued with valid inspection certificates.

(Driving Safety Standard_2017, HeidelbergCement Group)

Pre-start Checks

HeidelbergCement companies must ensure that procedures are established to ensure the equipment is in a roadworthy/ safe condition before it is used

- To check and inspect all kinds of heavy equipment (trucks and HME) before use by the driver/ operator using a standardized checklist (examples are available on UNITE)
- To record the results of the inspection for review by responsible supervisors / managers and for audit purposes
- That define criteria under which circumstances and how equipment must be taken out of service, isolated, tagged and not driven until defects are rectified.
- To ensure that pre-start checks on company vehicles are being carried out.



For trucks being operated on public roads, the pre-start check must be performed prior to each major trip or daily if the trip is more than 24 hours long or as legally required by law. Any other mobile equipment must be checked at the beginning of each shift.

The pre-start check should be conducted in good light so potential faults or defects are not missed.

(Driving Safety Standard_2017, HeidelbergCement Group)



The driver should correct any minor issues (e.g., topping up of fluid levels) as well as completing a vehicle checklist to report any faults.

Safety-critical defects, for example brake failure or failure of safety equipment, have to be reported and the vehicle has to be taken out of use immediately and not driven until defects are rectified.

A vehicle “lock-out, tag-out” system is implemented for all defective vehicles to ensure people are able to identify a vehicle as “out of service”.



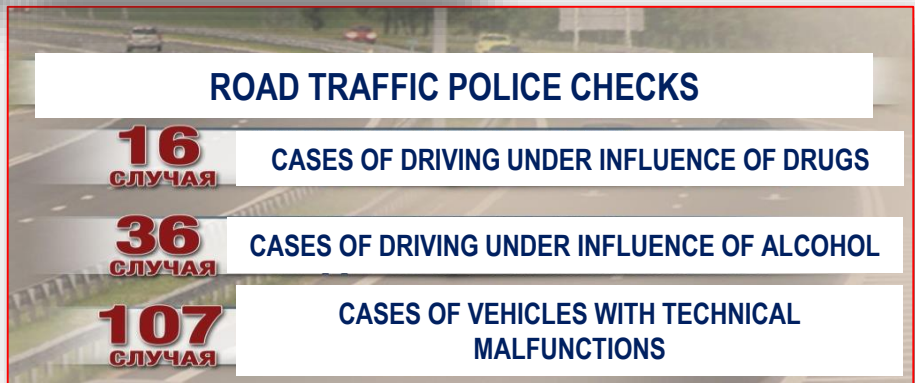
Pictures of road accidents due to technical failures of the vehicles:



The condition of the vehicle is a critical factor for the safety of your journey.

Take care to check and maintain your vehicle in perfect condition!

**DON'T PUT
YOURSELF AND
OTHERS AT RISK!**



The pre-start check, daily inspection or control list (check list), despite having different titles, are in fact all designed to do one thing:



To make you stop and think!

A pre-start check is a list of things to check on your vehicle before you get in, turn the key and drive off.

If you get yourself into the habit of checking things before you drive away, you could potentially **save money and the lives of yourself or someone else.**

This form is informative-educational and is intended to be used as training material regarding driving safety issues. The provided material is by no means complete and gives only examples. For links of external websites provided by third parties, please note that we have no control over the content of these external sites and therefore assume no responsibility for their legality, accuracy or completeness.

Example of check list for light vehicle:

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Safety Talk

Date:

Safety Talk Leader

Names / Position:

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Company:

Department:

Signature:



List of participants:

Name - Surname	Position	Signature