

Driver Handbook



Legal, Illegal, Unsure?

FleetCheck can provide access to an online policy document together with a driver's handbook, which can be updated to reflect changes in legislation. Your Company will be able to personalise the document to reflect individual Company requirements with the ability to print multiple copies or link into a Company intranet.

The Driving at Work Policy includes;

- ✓ Employer's Responsibilities.
- ✓ Line Manager's Responsibilities.
- ✓ Employee's Responsibilities.
- ✓ Accountability.
- ✓ Risk Assessment.
- ✓ Eligibility to Drive.
- ✓ Mobile Phones and other devices.
- ✓ Driver's Handbook.
- ✓ Drugs and Alcohol.
- ✓ Workplace Smoking.
- ✓ Motoring Offences.
- ✓ Preventing Theft.
- ✓ Record Keeping.

What you need to know

The Health and Safety at Work etc Act 1974 requires an employer of five or more people to prepare and make a written statement company policy on health and safety. This should cover Work-Related Road Safety. If your company provides a vehicle to be driven whilst on your company business, it is your company's responsibility to both produce and make available to employees a road safety policy statement.

Driver handbook

All staff that drive a Company vehicle or their own for business should be issued with a Driver's Handbook along the lines of the guidance contained within the FleetCheck Managers Guide.



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