

## POLICY

### Transport Update Policy

Main Author	Reviewer	Reviewer	Approver
Michel Mauricio	Liam O'Meara	Michael Carroll	Tom Barrett

REV	Date	Status / Description of Changes
01	05/08/2019	Updating all laws/regulations dates to the current standard. Adjusting template, for a more clear layout.
02	22/07/2020	Updating all laws/regulations dates to the current standard. Adjusting template, for a more clear layout.
03	07/12/2020	Minor adjustment to template
04	01/11/2021	Minor adjustment to template, laws/regulations checked

# **GRADEWELL**

**CONSTRUCTION AND PLANT HIRE**

## Contents

**Introduction**..... 3

**Implementing Changes** ..... 3

### Introduction

Gradewell is keeping track of transport updates by checking on a weekly basis the following websites:

- RHA - <https://www.rha.uk.net/news>
- DVSA - <https://www.gov.uk/government/organisations/driver-and-vehicle-standards-agency>
- TFL - <https://tfl.gov.uk/>
- FORS - <https://www.fors-online.org.uk/cms/>
- RoSPA - <https://www.rospa.com/>

### Implementing Changes

Any updates will be communicated directly to management to implement any changes. The information is printed and shared with the drivers. Using this method, they are updated with all regulatory change and industry best practices.

The company will also do Toolbox Talks and discuss any changes to the law, managing work related road safety and other matters related to transport.

Gradewell will complete a Toolbox Talk Attendance Register which will have the subject discussed, the date, the name and the signature of the persons participating. Signing the attendance register, they confirm that they participated, understand and will work according to the requirements of the toolbox talk.

Another way of keeping the transport update is to inform staff and drivers about the performance measurement. Information is printed or is available online on the FORS website.

*Thomas Barrett – Director*

