

# Workplace Transport & Vehicle Movements

## A Strategic Approach (If a HSE Inspector asks or calls)

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**DPD group** is one of the UK's leading time-critical carriers that aim to satisfy distribution needs of customers across the UK.

They have 4 sortation Hubs and a network of 45+ collection and delivery depots across the UK.

There are some 2,500 vehicles ranging from LGV to small sprinter vans.

Total segregation of people to vehicles is impossible in some operations.



# Vehicle Movements

## DON'T FORGET THE PEOPLE

- No Panacea approach
- Controls must include local arrangements:
  - private and customer vehicle parking plans (separation from operation activity)
  - pedestrian and vehicle access and controls with emphasis on segregation and monitoring compliance. (CCTV/card etc..)
  - charging points (electric vehicles)
  - Yard movements (one way if possible)
- LGV access, Parking, Driver visibility, Access to Warehouse, key control, communications, waiting arrangements, Leave arrangements.
- Information, instruction and training – Full time staff, temporary staff, agency staff.
- C&D drivers direct, Franchise C&D drivers, agency, ad-hoc taxies etc..
- Lighting
- Night/Day ops
- Yard marshalling
- Drive away/pull off controls
- Management control (ownership)

# Vehicle Movements

- FLT control areas and separation (rigorous procedures and compliance monitoring)
- Access/egress from to and from Warehouse
- Loading and Unloading vehicles (vehicle movements) (Banksman)
- Maintenance Vehicle checks and actions to be taken?
- Re-fuelling procedures
- Emergency procedures
- Spillage
- Waste Management (clean vehicles internally)
- Vehicle washdown
- Passengers policy
- Records (inc: Disciplinary Actions)

**RISK ASSESSMENT AND SAFE OPERATING PROCEDURES WITH REASONS FOR FINAL DECISIONS ON CONTROLS SIGNED OFF AT LOCAL LEVEL AND MAINTAINED CENTRALY. REVIEWED ANNUALLY BY LOCAL H&S COMMITTEE (inc: Drivers & Warehouse staff)**