

Push Energy Driving Safety Guidance 1 May 20

Do

Be courteous – it makes you a happier driver and reflects well on us

Plan your journey by researching traffic and weather conditions as well as planning breaks so that you do not drive for more than 3 hours at a time.

If using a GPS system, set the destination and other settings before you depart.

Plan stops to make phone calls or check e mails.

Check your vehicle before the journey – as a minimum check tyre condition and cleanliness of windscreen and windows

Make sure you know that the vehicle is correctly insured for you to drive and the nature of the journey. If driving your private vehicle on business, do you have business insurance?

Make sure the vehicle has a valid MOT or is under 3 years old.

Know the speed limit as it applies to your vehicle type

Do not

Speed

Text or 'just check an e mail' – there is no hands free text/e mail kit

Drink and drive

Drive when tired

Become distracted by GPS or mapping systems

Talk on a mobile phone unless absolutely necessary:

If you must have a mobile conversation:

Consider stopping, you will be more effective on the call, you can take notes and you will benefit from a break.

Be aware that trying to conduct a business conversation whilst driving will cause you a significant distraction – make driving safely your priority.

Many clients will not be impressed to hear that you are driving whilst talking to them and could terminate the call.

Use of a hands free kit which includes a speaker system, headphones or 'in ear' headphones restrict your awareness.

Avoid outgoing calls, no matter how good the hands free kit, dialling or selecting a number will distract you and could cause you to 'drive dangerously' or 'carelessly'.