

Driving for Work

Enable Investment Holdings Limited is an award-winning consortium that provides a complete, in-house solution to infrastructure projects. BCM Construction, Enable Hire and Equate Design are customer-focused organisations operating across the UK in rail, highways and utility sectors. Our philosophy is to maintain and continually improve our record of providing work of the highest quality, in accordance with the clients' requirements, on time and within budget. We endeavour to work as a team in a spirit of co-operation with our clients' and their professional representatives, investing in social value through the delivery of integrated project solutions.

The Enable Group takes the health and safety of its employees and those working on our behalf in on-the-road work very seriously. We are committed to protecting our employees and others who may be affected by our activities, including the general public, when driving for work. Enable Group is committed to ensuring that all drivers working on behalf of the Company are suitably trained, prepared and equipped to maintain a safe standard of driving. To reduce vehicle incident and at-fault work related road collision, costs and injuries, the Company promotes a safe driving culture within the entire organisation.

It is the objective of the Enable Group to:

- Make drivers aware of the risks they face or create when driving for work.
- Make sure that employees who drive vehicles for the course of their work demonstrate safe and efficient driving skills and other good road safety habits at all times.
- Maintain all company vehicles in a safe, clean and roadworthy condition to ensure the maximum safety of the drivers, occupants and other road users.
- Reduce the impact of company vehicles on the environment, which also applies to personal vehicles used for work purposes.

Enable operates several initiatives to reach these objectives:

- Ensuring that all drivers are above the age of 25, hold a full UK driving licence which has less than 7 points.
- Completing a driver risk assessment assessing the driving history and practical competencies of a driver.
- Providing appropriate training as identified in driver risk assessments.
- Disseminating road safety information and updates.
- Maintaining a clean and safe fleet of vehicles.
- Encouraging better fuel efficiency use.
- Issuing an Enable Group Permit to Drive to drivers fulfilling these requirements and maintaining safe driving standards.

The Company will take all steps to ensure that company vehicles, both those belonging to the Enable Group and privately owned vehicles used for work related driving, are as safe as possible and will not require employees to drive under conditions that are unsafe or likely to create an unsafe environment, physical distress or fatigue. Enable will do this by maintaining a high standard of fleet management and ensuring that all vehicles are roadworthy. Collisions and incidents will be reported immediately by drivers to site managers and HSQE. Data for these incidents will be used to analyse trends in accident type and financial cost and post-incident risk assessments will be carried out to determine if further training or the removal of the Drivers' Permit to Drive should. All employees are encouraged to challenge and report those who disregard the safety procedures in place to protect those whilst driving for work.

Fuel cards are issued to managers and drivers who have been authorised by an Enable Group Director. All authorised drivers and managers must adhere to the following terms:

- To use the issued fuel card to refuel company vehicles, equipment or other Company items only.
- To be responsible and accountable for all transactions on the fuel report as the named cardholder.
- Not share fuel cards with any other person, whether they are an employee of the Enable Group or not.
- To use Enable Group fuel cards to fuel company vehicles, or business-related travel only.

It is the responsibility of the named cardholder to take care of the fuel card. Should the card be lost or stolen, the Fleet Coordinator should be notified as soon as possible. The Enable Group reserves the right to, at any time, suspend or cancel the use of a fuel card. Costs identified as not meeting the Enable Group terms of fuel card usage will be charged back to the responsible party. If an authorised driver or manager leaves the Company and needs to make a repayment for private fuel then the Enable Group will, where possible, deduct this from their final pay.

This policy statement and associated IMS procedures apply to all activities and work undertaken by the Enable Group. All employees and subcontractors are required to comply with this policy. They will be briefed and made aware of our expectations during the induction process and following any subsequent amendments. It will be accessible to all interested parties via SharePoint, noticeboards, the company website and will be available on request. The Directors of the Enable Group are committed to this policy and are responsible for ensuring its arrangements are implemented and upheld. It will be reviewed annually and revised as often as may be deemed appropriate.

Shane O'Halloran
Managing Director
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