McNealy Brown LIMITED

Units 14 - 17
Craft Marsh Trading Estate
Gas Road, Sittingbourne,
Kent, ME10 2QB
T: 01795 470592
E: info@mcnealybrown.co.uk

SPECIALIST FABRICATORS • ARCHITECTURAL METALWORKERS • DESIGN & INSTALLATION ENGINEERS

Vehicle Fleet Management Policy

The Company recognises that it has a responsibility to provide a safe and healthy working environment and acknowledges that this includes ensuring that the risks and other problems associated with the driving of vehicles operating on company business is adequately controlled.

The Company will endeavour to comply with the relevant legal requirements, as contained within the Management of Health and Safety at Work Regulations 1999. In addition to this, The Company have considered and included the Fleet Operator Recognition Scheme (FORS) Standards up to **Silver** Level, as well as customer specific requirements.

The Company has a duty to consider the Quality, Health, Safety and Environmental aspects of the above requirements by:

- Appointing competent staff to control the vehicle fleet
- Providing and maintaining safe vehicles
- Nominating competent and responsible personnel to operate the vehicle fleet
- Ensuring personnel receive necessary training and refreshers as required
- Communicating changes of legislation and standards to staff
- Analysing and acting on complaints and legal action against the vehicle fleet users
- Managing and monitoring fleet driving standards and efficiency
- Considering the effect of vehicle fleet operations on Vulnerable Road Users
- Promoting and monitoring operator health and fitness
- Planning of travel options and efficient routing
- Assessing the risk of driving, loading, unloading, working at height and access to company vehicles
- Ensuring conformance to our Operating Licence and other legal responsibilities

Our Vehicle Fleet Management Policy will be reviewed annually to monitor its effectiveness and to ensure that it reflects changing needs and circumstances

Signed: .....

Vaughan McNealy
Director
28.02.2022

Signed: .....

Roland Brown
Director
28.02.2022

Certificate No.5044
ISO 9001 - ISO 14001
ISO 45001 - BS EN 1090