**Policy Objective:**

This Policy outlines the safe loading and load restraint measures implemented in order to maintain a risk free and safe working environment.

# Drivers Instruction & Responsibility’s:

* Competent Drivers: Only drivers with appropriate licences are authorised to drive those vehicles.
* The driver will ensure that the low loader is driven at a sensible speed limit at roundabouts and turning points are negotiated with care.
* Loads should be spread as evenly as possible during both loading and unloading to ensure that it doesn’t exceed the axle weights.
* Specific checks should be made to ensure that loads are not unlikely to move or fall when restraints are removed.
* Plant being transported will be correctly secured by a trained and competent person in load, unload and security of load techniques.
* Lashing Chains are subject to daily visual checks and routine inspections to ensure in good order.
* Plant will be secured at each side of the lorry bed.
* The weight of the plant being transported must never exceed the structural capacity of the chains being used.
* Necessity of 2nd man in some cases.
* Safe practices must be followed at all times when coupling and uncoupling trailers to towing vehicles.
* Use Load, Unload and Security of Load Techniques.
* Personnel Protective Equipment to be worn. High Visibility and Safety Clothing, Shoes/Boots, Gloves, Hard Hats.
* Drivers instructed not to walk backwards on the trailer or to jump from the cab or trailer.
* Fixed steps and grab bars allow drivers to access cab safely.
* Access to and from the bed should be carried out via ramps and not the side of the vehicle bed where applicable.
* In extreme weather conditions, it is judged by the driver whether access to the vehicle is safe.
* Sand or Salt may be used where it is unavoidable to access the vehicle bed.
* Lorry decks are kept clean and tidy at all times.
* Continual in-house training.

# Working at Height Responsibility’s:

* Working on the bed of the trailer is avoided.
* Suitable access equipment is used to access the trailer unit and drivers trained how to use it safely.
* Only trained and competent person shall operate plant or other equipment which may be loaded/unloaded onto a vehicle bed.
* Caution should be taken by the driver when securing the chains to the plant and the lorry bed.
* The driver must place his foot in a place his foot position in an area which does not overlap the edge of the vehicle bed

# Transport Manager / Head of Transport – Responsibilities:

* The Transport Manager/ Head of Transport will ensure the sites that are accessed by the lorry drivers will be safe for them and safe for the goods on site.
* The Transport Manager and the Head of Transport are responsible for investigating and dealing with all transport related requirements.
* AP Webb Plant Hire are responsible for ensuring; that no legal action is taken against the company in reference to drivers faults whilst using company vehicle.
* The company promotes safe driving. All employees should ensure that they drive with their safety and those of other road users in mind.



Signed: …………………………………………………………. Date: January 2022

Mr. Malcolm Bennett

Head of Transport Department

**Employee Acknowledgment –**

I, ……………………………………………… confirm that I have read and understood the above policy in regard to **Safe loading and load restraints.**

Employee Signature ………………………………….

Date …………………………………………………….