



CORKE INSTRUMENT ENGINEERING (AUSTRALIA) PTY. LTD.

Driving Awareness

DRIVER DISTRACTION



There is a growing body of evidence that driver distractions, both within vehicles and in the road environment, are becoming an increasingly large cause of road trauma.

It is estimated that approximately one-quarter of vehicle crashes results from the driver being inattentive or distracted.

As wireless communication, entertainment and driver assistance systems proliferate across the vehicle market, there are concerns that distraction-related crashes may escalate.

Several issues are important in responding effectively to driver distraction:

In-vehicle driver distractions: Technology based in-vehicle driver distractions include mobile phones and entertainment systems such as radio, CD and DVD players. Using a mobile phone, whether hand held or hands free, is estimated to increase crash risk by up to four times.

With growing consumer demand for potentially distracting in-vehicle technology, it is important to identify the extent to which this technology is being used, the associated road safety risks and any effective countermeasures.

Other distractions, such as conversing with passengers and changing music, can also distract the driver. Research suggests that for some drivers, passengers are a greater source of distraction than mobile phones or other electronic devices.

Out-of-vehicle distractions: Poorly considered roadside signage and advertising can generate visual clutter, also creating a distraction for drivers.

FATIGUED DRIVING



Fatigue is the physical and mental impairment brought about by inadequate rest over a period of time. Ideally, each individual needs between seven and eight hours of good quality sleep each night. Those who obtain less than their optimal number of hours of sleep build up "sleep debt" (or sleep deficit). Drivers who are suffering from a sleep debt are at risk of "nodding off" whilst driving and substantially increasing their risk of being involved in an accident.

Those groups of drivers considered at greatest risk of being involved in a fatigue-related accident are:

- young drivers
- shift workers (including heavy vehicle drivers)
- drivers with sleep disorders.

The only way to reduce sleep debt is to sleep. However, there are a number of other ways in which drivers can minimise the risk of being involved in an accident:

- ensure you've had good quality and sufficient sleep for several nights prior to a long drive
- don't drive at times that you would ordinarily be sleeping**
- never drink alcohol - even small quantities - before and during long trips
- share the driving where possible
- take regular "power naps".

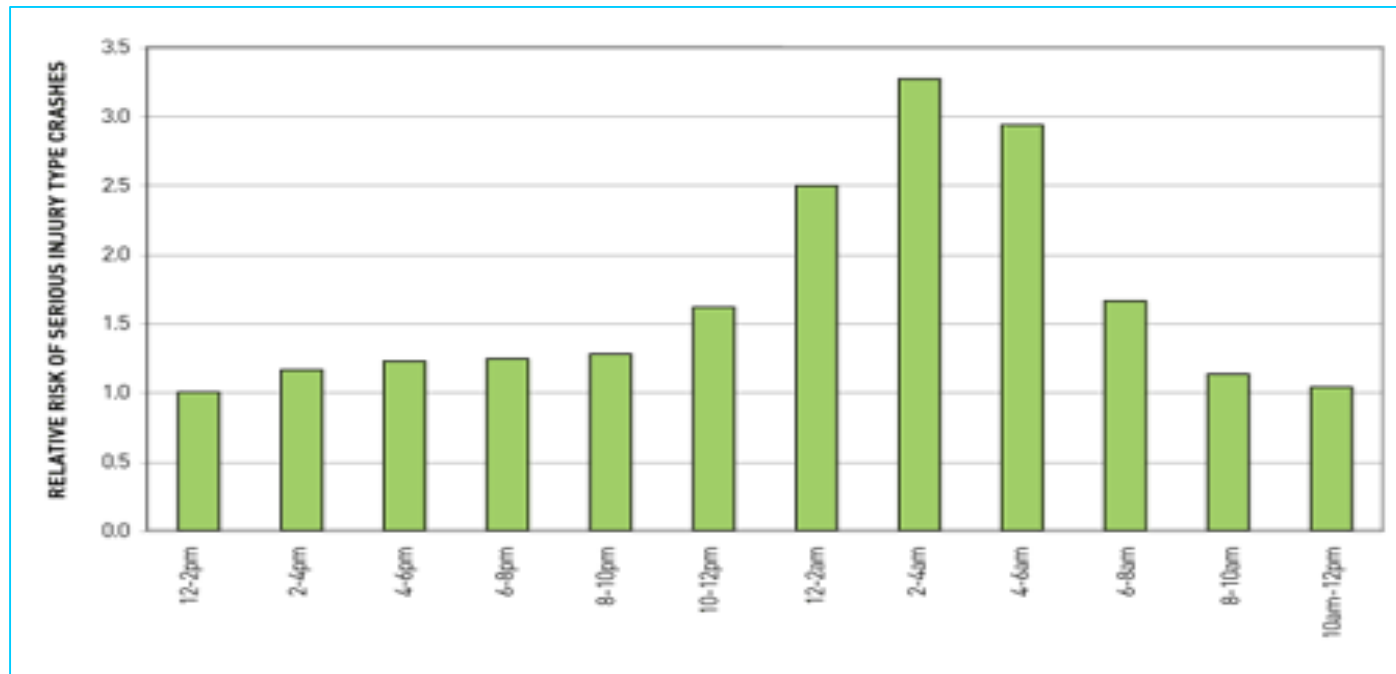
Fatigued driving in rural areas: Fatigue related crashes are significantly more prevalent on country roads compared to roads in metropolitan Melbourne.

FATIGUED DRIVING



While the contribution of fatigue to road trauma is difficult to assess, it is estimated that fatigue is a factor in 20 per cent of driver deaths on Victoria's roads each year.

The risk of being involved in a fatigue related crash is at least three times higher between 2 am and 4 am, compared to the safest time of midday to 2 pm.



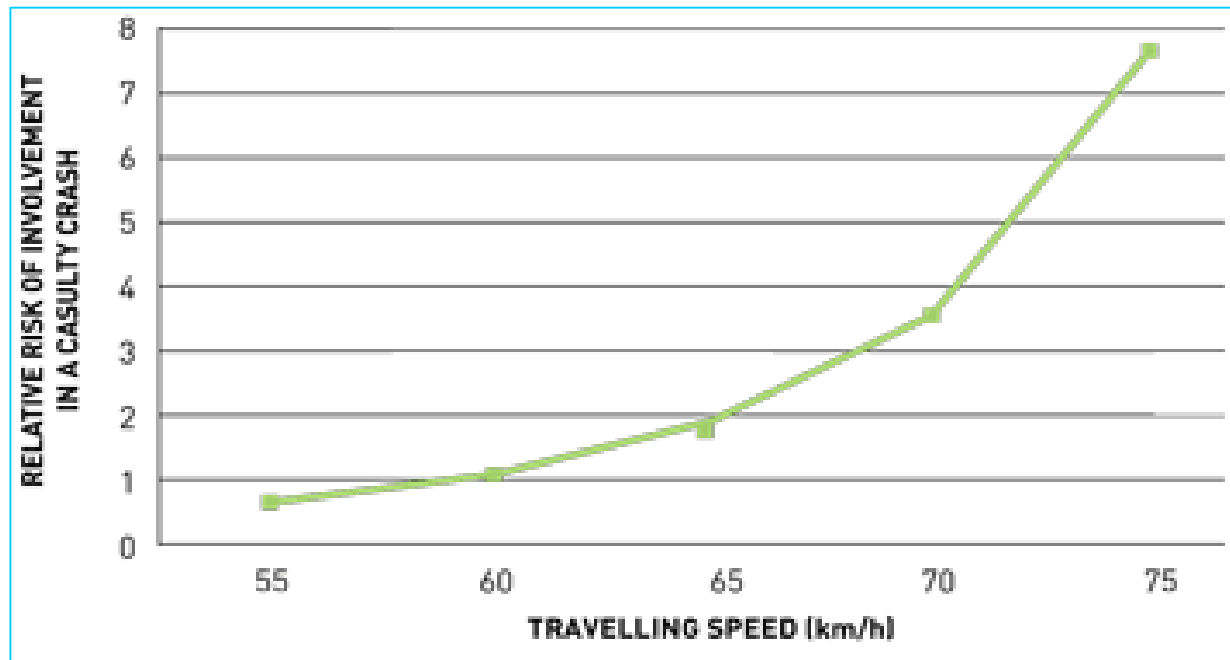
SPEED



Travel speed affects both the risk of a crash happening and the severity of injuries sustained when a crash does happen. Even small increases in vehicle speed significantly impact on road safety risks.

Speeding and inappropriate travel speeds directly contribute to at least 30 per cent of deaths on Victoria's roads each year. Impact speeds are a crucial determinant of the severity in all crashes, making it vital that speeds are managed to optimise safety outcomes. Just because the sign says 100km doesn't mean it's always safe to travel at that speed, adjust your speed to the conditions of the day.

*The risk of a crash increases significantly even with small increases in speed. Travelling at 65 km/h in a 60 km/h zone doubles the risk of a crash.**



[1] Kloeden, C. N., McLean, A. J., Moore, V. M. & Ponte, G. 1997. *Travelling Speed and the Risk of Crash Involvement*. Federal Office of Road Safety, Canberra, page 391

MOBILE PHONES and VISUAL DISPLAY UNITS



Mobile phones

Using a mobile phone to make or receive a phone call while driving is prohibited except if the phone:

- is secured in a commercially designed holder fixed to the vehicle,
- or
- can be operated by the driver without touching any part of the phone.

All other functions (including video calls, texting and emailing) are prohibited.

Holding the phone (whether or not engaged in a phone call) is also prohibited. Holding includes resting the mobile on the driver's lap.

Learner and P1 drivers, are not permitted to use a mobile phone at all while driving.

Visual display units

A driver must not drive a vehicle that has a television receiver or a visual display unit operating if any part of the screen is visible to the driver or is likely to distract another driver.

A driver can use a driver's aid such as a navigation device but it must be an integrated part of the vehicle design, or secured in a commercially designed holder, which is fixed to the vehicle.

Exemptions

The rule relating to securing visual display units does not apply to motorcycles.

Road safety reasons

Using a mobile phone or a visual display unit as you drive is distracting and creates dangerous situations that could be fatal.

The risk of being involved in a crash increases by as much as four times, when using a mobile phone as you drive, and if you are texting the risk of crashing increases to 23 times.

GENERAL TIPS



Everyday driving tips

Follow these driving tips and you'll help reduce your risk of being involved in a crash as well as improve your personal safety as a motorist.

Power check

When checking your vehicle, the POWER check is the easiest to remember. This stands for Petrol, Oils, Water, Electric, and Rubbers. Everything under each heading should be visually checked at least once per week.

Two-second gap

At all times maintain a two-second gap from the vehicle ahead, no matter what speed you are travelling. When it is raining, a foggy night, or any combination of these, the gap should be doubled to four seconds.

Safety gap between vehicles

When you stop behind another vehicle in a line of traffic, always ensure you are able to clearly see the bottom of the vehicle's rear tyres. This ensures you are not too close to the other vehicle. Also, as you commence to move your two-second gap will already be in place.

keep left

Keep to the left at all times unless overtaking. The right hand lane is for overtaking, or turning right. Use it for driving straight through only if the left lane is obstructed by road works or parked vehicles, or if it is not useable for any reason.

GENERAL TIPS



Indicate early

Where practical, use your indicators for at least 30 metres before commencing to turn or change lanes, to tell other road users what you will do.

Drive with anticipation

Expect the unexpected and be aware that we all make mistakes sometimes. The other driver may forget to indicate, or to look to see if you are near by. If you have anticipated this may happen, it will not be a surprise.

We should be driving as a team, not as individuals, be prepared to let the other driver in, rather than blocking them out.

Stop at lights or stop signs

When you stop at the lights or at a stop sign, your car should be behind the thick stop line. There are some intersections, where if you stop over the stop line and a truck or bus turns into the street that you are leaving; it may collide with your vehicle.

Plan ahead

Always plan well ahead. Your line of sight should travel parallel to the road, not down onto it. This makes it easier for you to prepare for anything that may happen long before you get there.

Overtaking

Overtaking is probably one of the most dangerous manoeuvres a driver can perform, especially on a two-way carriageway. Quite often the vehicle you overtake is only travelling slightly slower than you are. Make sure that you have enough room to go well past the overtaken vehicle before you move back to the left. Don't cut them off.

GENERAL TIPS



Drive smoothly

Drive smoothly and make decisions early so that you can accelerate, brake and change gears smoothly. It will make your vehicle last longer, cost you less, and it is far more comfortable for your passengers. Rough acceleration, braking, or steering, can easily cause your car to skid.

Negotiating a curve

When you are negotiating a curve in the road, try to flatten the curve out as much as you can. This will give you a better view around the curve, a smoother path and it will decrease the potential of the car commencing to skid. For a left curve, approach as near as is safe to the right of your lane, when you can see where the road straightens out ahead, gently move across to the left of the lane and finish back in the middle of your lane. Use the opposite sequence for a right curve.

Night driving

Night driving can be quite difficult. Oncoming vehicles' headlights can dazzle you and you must keep alert to the lights and reflectives of cyclists and motorcyclists.

Pedestrians can be impossible to see.

Traffic lights can appear to blend in with advertising signs.

Leave yourself more space from the car in front, as this will create more time for you to be able to see what is ahead and prepare for anything that may happen.

GENERAL TIPS



Driver courtesy

Be courteous and share the road:

- Allow other drivers to merge or change lanes easily.
- Only use your horn as a warning sound and do not use it out of frustration.
- Always try to stay relaxed and concentrate on your own driving and safety rather than the behaviour of others.
- Don't gesture to other drivers or engage in arguments.
- Be forgiving of other drivers' mistakes.
- Don't take your personal frustration out on the road.
- Be aware of the needs of other drivers, and all other road users like pedestrians, cyclists, motorcyclists and heavy vehicles.

GENERAL



Personal safety

While driving, take some personal safety precautions:

- Plan your trip in advance so that you are not sitting in your car with the light on reading the street directory at night.
- Be prepared in case of breakdowns or trouble:
 - Try to carry pen and paper, a torch, a phone and emergency numbers with you at all times.
 - If you break down, try to leave the car in a safe, well-lit spot. Put your bonnet up and turn on your hazard lights. If you have to call for assistance, ensure the car is secure and go to the nearest phone.
 - If someone stops to assist, do not get into a stranger's car. Give them your details and ask them to call for assistance.
- Park safely:
 - Try to park in a place where there will be plenty of people around and that is well lit.
 - Avoid parking too close to walls and hedges.
 - Never leave valuables like purses, wallets or mobile phones in your car. Move things into the boot before you leave, rather than when you arrive at the destination.
 - Have your keys ready to open the car, rather than rummaging through your bag to find them.
 - If it is dark, have someone accompany you to your car. Try to avoid multi-storey car parks.
 - Never double park or park in a clearway, as this is a dangerous practice and puts other road users at risk.

GENERAL



All personnel required to drive a company vehicle must read the company “General Conditions of Vehicle Use” and complete the “Driver Declaration form



CORKE INSTRUMENT ENGINEERING (AUSTRALIA) PTY LTD
GENERAL CONDITIONS OF VEHICLE USE

Prior to driving a Company vehicle, you MUST read these General Conditions of Vehicle Use and then complete Form HSE-F-036 Driver Declaration.
 Subject to any other requirements which may apply, you are then authorised to drive Company vehicles and are responsible for the vehicle whilst it is in your charge and you must ensure that:-

1. General Requirements

Traffic regulations and by-laws are observed at all times. Traffic infringement notices (eg speeding, parking, fraudulent use of e-tag etc) incurred by the vehicle custodian or by their immediate family or by any other authorised person using the vehicle are the personal responsibility of the custodian and shall be paid by the custodian.

It is a custodian's responsibility to ensure that all persons authorised to drive the vehicle are in possession of current valid driver's licence.

It is a custodian's responsibility to ensure that the vehicle is kept in a clean condition.

Vehicles are driven at safe speeds according to the road conditions and within speed limits at all times.

Every courtesy is shown to other road users and pedestrians.

The no smoking policy extends to Company vehicles.

When unattended, the vehicle must be securely locked. This also applies to vehicles parked at Company car parks.

Company vehicles are serviced at the manufacturers recommended intervals and are maintained in a roadworthy condition. Any defects are to be repaired immediately to ensure roadworthiness.

Company supplied vehicle specific fuel items, shall be used for all purchases of fuel and only for the vehicle nominated on the Fuel Card. The person responsible for fuel purchases shall ensure that the merchant for every fuel purchase records accurate vehicle odometer readings. Note: Only fuel and oil are permitted for purchase via the Fuel Card.

2. Licence Requirements

No person shall drive a Company vehicle unless they hold a current driver's licence appropriate to that type of vehicle and all particulars are recorded. A current licence includes a provisional licence and PE plates must be displayed at all times. Learner permits are invalid.

It is the responsibility of staff to advise regional administrators if their licence is suspended or if they are disqualified from holding a licence. Other changes, such as the renewal of licence, change of address and endorsement, must also be noticed.



CORKE INSTRUMENT ENGINEERING (AUSTRALIA) PTY LTD
DRIVER DECLARATION

I, _____, being an employee of _____
(Please print clearly (TAI name))

or a contractor to Corke Instrument Engineering (Australia) Pty Ltd, hereby confirm that I have read the general conditions set out in Form HSE-F-036 General Conditions of Vehicle Use and I understand and acknowledge their contents and I am bound to use the vehicle in accordance with them.

Surname: _____ Given Name: _____

Employee No: _____ (not applicable for contractors)
(Please check your payslip to ensure accuracy of data)

Address on Licence: _____

Suburb: _____ State: _____ Postcode: _____

Department: _____ State: _____

Location: _____ Cost Centre: _____

Date of Birth: ____/____/____ Licence No: _____

Expiry Date: ____/____/____ Issuing State: _____

Licence Type: Car Bus Truck

Licence Conditions: _____
(ie Glasses etc)

 Signature Date: ____/____/____

 Witness Date: ____/____/____

(To be witnessed by the Corke Instrument Engineering (Australia) Pty. Ltd. Manager who has sighted the candidate's drivers licence and placed a copy on their Personnel File with this signed declaration)