



Volvo Trucks. Driving Progress

DRIVE SAFE, STAY SAFE

Some tips to ensure your personal safety and compliance during the Coronavirus Outbreak



During the current coronavirus pandemic, the key safety advice outlined by the Government for most is to stay, and if possible work at home. However, as a key worker - keeping the supply chain moving - it is vital to look after your personal safety, for both you and your family, and understand any temporary restrictions that affect driver's hours and vehicle maintenance in order to stay safe and compliant. This bulletin highlights some key areas to consider.

1.0 Personal Safety

The key points outlined by medical and Government experts are:

- Wash your hands with soap and water often – do this for at least 20 seconds
- Use hand sanitiser gel if soap and water are not available
- Wash your hands as soon as you get home
- Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- Put used tissues in the bin immediately and wash your hands afterwards
- Do **NOT** touch your eyes, nose or mouth if your hands are not clean
- In contact with others, ensure you are 2 metres apart from anyone outside of your household



For NHS advice please visit
www.nhs.uk/conditions/coronavirus-covid-19/

2.0 Preparing to drive

Clean hands are vital to prevent the virus spreading, all vehicle contact points should be cleaned during any type of handover or at the end of shift:

- Keys
- Door handles
- Steering wheel
- Tachograph button and card drawer
- Stalk and Steering controls
- Dashboard switches
- Radio, CD and Media
- Gear lever
- Handbrake control
- Sleeper control panel for night heater
- Fridge, TV and microwave
- All internal and external lockers and drawers
- Front hatch locks on daily checks
- Cab tilt handle – if required
- Fifth wheel Coupling handle and suzies
- Trailer landing legs and number plate
- Cargo doors, buckles, load and sheets

A useful tip is to add this list to your daily walk round, cleaning these items as you go round the vehicle.



3.0 In the yard, refuelling, maintenance and the delivery

Social distancing is key when working outside the vehicle or in the office, stay 2 metres apart.

Consider the following:

- **Keys** - Cleanliness of keys, when handing over for the next shift or maintenance
- **Fuel pumps** - When refuelling use disposal gloves
- **Fuel cards** - Clean the card
- **Pens** - use your own pen, when signing or accepting delivery notes. Do not give your pen to anyone else to sign
- **Delivery PDAs** - keep them clean
- **Some locations are not signing delivery notes** - record the delivery with your transport office
- **Loading and yard gloves** - When coupling and uncoupling use your own gloves at the end of shift take them home, rather than leave them in the cab
- **Uniform and PPE** - remove from your truck when not working
- **Holdalls** - for nights out, keep clothing and bedding in a holdall away from surfaces and when convenient take home
- **Courtesy cars** - when using dealer maintenance, consider the same cleaning regime for the courtesy car



After each delivery or stop take the opportunity to wash your hands, or use a hand sanitiser or antiseptic wipes.

4.0 Travelling to and from work - Essential Work of the Logistics Sector

All travel related to the operation of logistics businesses or travel required by logistics workers to your place of work is considered 'essential travel' in the context of current restrictions.

The Department for Transport has published a letter, issued to FTA and RHA, that clearly outlines how essential it is for the work of the logistics sector to continue, this applies to all supply chains, not just those related to food or medical supplies.



The letter can be downloaded from https://i.emlfiles4.com/cmpdoc/0/5/8/8/2/2/files/12397_rha--fta-letter-re-essential-travel---30-3-2020---final.pdf to print and carry with you.





5.0 Toilet and washing facilities

There has been lots of news about toilets being restricted to drivers, these news features have reached the Office of Transport Commissioner and the Health and Safety Executive, both have highlighted that the Government guidance is clear on the measures that everyone should be taking during the coronavirus outbreak. In order to adhere to this, and protect themselves and others, drivers must be fully supported in carrying out their duties safely.



The advice issued by HSE says it is illegal to refuse drivers access to sanitary facilities when they are delivering to your premises. For further information please visit www.hse.gov.uk/news/drivers-transport-delivery-coronavirus.htm

Some distribution centres are using temporary toilet facilities. Motorway services have also been informed that toilet facilities must remain open.

6.0 Parking your truck up

If your vehicle is not required, and is being parked up please ensure the vehicle is isolated via the master switch. Based on the period of time it is isolated, it may require an inspection prior to re-entering service.



7.0 Cab cleaning

Keep your cab clean, using conventional cab cleaning products. On the instrument panel use a moist micro-fibre cloth with soapy water, do **NOT** use alcohol/ethanol. The instrument display lenses and translucent parts are not designed to withstand cleaning with ethanol-based product; this can result in these parts cracking. Plastic panels, leather, painted and foiled surfaces will withstand a light cloth wipe with an ethanol-based solution during this period.

Alcohol based solvents are **NOT** recommended for regular use long term. The use of soap and water is more time consuming and demanding than spraying an alcohol based disinfectant, and still ensures a good result.

Bathroom and kitchen cleaners even with a low level of bleach are **NOT** recommended in the cab.



8.0 Nutrition – missing out on a breakfast

With many roadside restaurants and cafes closed, it is important to look after your diet and hydration levels. Develop and make your own lunch that can be stored on long haul trucks in the fridge if fitted. The arrival of supermarket outlets at motorway services means, there is a choice of healthy options available. Carry your own water on board and your own cup or mug, removing them from the vehicle when you change shift.

A flask is useful to make a hot drink, if your truck has a microwave this can be used to heat water and cook food.

The use of portable camping stoves in the cab, to cook or heat water is **NOT** recommended.





9.0 Working with Exemptions

During this period many exemptions with regards to legal compliance have been applied. It is important to stay in contact with your transport manager as these develop and change, almost on a daily basis. To follow these key changes please refer to the links in the sub headings below.

It is important that with these exemptions road safety is maintained, drivers stay safe within the allowed limits and vehicles are regularly inspected and are roadworthy.

9.1 Drivers Hours

A relaxation has been authorised for drivers under the EU drivers' hours rules or the GB drivers' hours rules by road in all sectors, between 23rd March and 21st April 2020 in England, Scotland and Wales, with a separate agreement for Northern Ireland. The relaxation drivers' hours is an exceptional contingency measure. It must be used only where necessary, otherwise the normal drivers' hours should be followed.



For the latest detail please visit www.gov.uk/government/publications/covid-19-guidance-on-drivers-hours-relaxations/coronavirus-covid-19-guidance-on-drivers-hours-relaxations

9.2 Driver CPC

Most professional truck drivers must complete 35 hours periodic training every 5 years to maintain a Driver Qualification Card (DQC). During the coronavirus outbreak it may be difficult for drivers to complete the required training. The Department for Transport (DfT) has therefore put in place temporary changes in professional driver qualification requirements. This means drivers whose DQC expires in the period from 1st March 2020 to 30th September 2020 can continue driving. In addition, military drivers will be allowed to drive in civilian situations during that period.



For the latest detail you can check your driver CPC by visiting www.gov.uk/guidance/coronavirus-covid-19-temporary-changes-to-driver-cpc-requirements

9.3 Vehicle MOT, and Inspections

From the 21st March 2020 the DVSA has suspended all Heavy Goods Vehicles (HGV) and trailers for up to 3 months. From the 21st March all HGVs, and trailers with an annual test due to expire in a particular month will be issued with a 3 month certificate of exemption (CTE) until further notice. Paper certificates will not be re-issued however there will be a digital record so that vehicles can continue to operate.



For your safety and compliance, it is important that all vehicles continue to be maintained in a roadworthy condition. For the latest detail please visit www.gov.uk/guidance/coronavirus-covid-19-mots-for-lorries-buses-and-trailers

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