

GUIDANCE FOR COMPLETING A SLOW MANOEUVRING SMAT Driver Behaviour & Vehicle Safety SMAT or Yard Safety SMAT)

The Safety Management Audit and Training (SMAT) Coaching programme is aimed at the reinforcement of positive safe driving through coaching and support. The aim is to identify and remove unsafe driving and to maintain and reinforce safe driving and manoeuvring.

Why do SMAT's:

- Demonstrate clear commitment to safety and safe driving
- Reinforce the key messages of a positive safety culture
- Create a 'don't walk by' culture
- Aim to reduce Road Traffic Collisions (RTCs) in your unit and with this guide specifically slow manoeuvring of vehicles
- Fully involve, consult and work with CWU Area Safety Reps and Workplace Safety Reps, taking into account their valuable input and the findings of their Workplace Safety Inspections and Reports.

How to undertake a SMAT with focus on Slow Manoeuvre Collisions:

- Record findings and coaching discussions with drivers on slow manoeuvring collisions either whilst undertaking the SMAT or as soon as possible afterwards
- Use the Driver Behaviour and Vehicles SMAT or the Yard SMAT to record your findings
- Identify remedial actions on the Behavioural Safety Coaching template, and communicate back to relevant individuals

Effective observation:

- Know what could cause a slow manoeuvre collision, observe in the yard and talk to as many drivers as possible (familiarise yourself with the WTLL).
- Observe how many people are loading/unloading
- Observe people that are reversing
- Are individuals communicating with each other whilst carrying out slow manoeuvres
- Do not be satisfied with general impressions and record observations systematically

Good questioning techniques to use during SMAT's (detail WTLL):

- What is the most hazardous aspect of carrying out a slow manoeuvre?
- What are the main risks you face when carrying this out?
- Do you know the correct way to carry out a slow manoeuvre?
- When you were last spoken to about slow manoeuvring collisions and what kind of information, instruction and training did you receive?

Examples of key unsafe acts, conditions and hazards to identify which are slow manoeuvre and reversing risks:

- Reversing too fast
- Drivers not looking over their shoulder to ensure blind spots are observed
- Lack of observations – drivers not getting out and looking around the vehicle
- Not using mirrors
- Not using reversing sensors if fitted
- Drivers should be encouraged to turn down the radio and wind down your window so they can hear any warnings
- Poor housekeeping, yard surface or layout in yard
- Poor traffic management and routes
- Safe/unsafe yard access and egress
- Pedestrian traffic (staff, customers, contractors etc.) Keep people away from reversing areas and operations. People who do not need to be in reversing areas should be kept well clear. Install barriers if required to prevent vehicles entering pedestrian zones.
- Make sure sharp corners and blind spots are clearly marked and signposted.
- Wherever possible, yard markings should be reflective and maintained regularly.
- Lighting should be suitable and sufficient,
- Signs, signals and markings should be well positioned and kept clean.
- Where driving is likely to be carried out in the dark, illuminated or reflective signs should be used.
- White road markings should be used to regulate traffic flow, and yellow markings should be used for parking.
- Where necessary, based on the Yard Risk Assessment, deploy trained yard marshals' to guide drivers and pedestrians.
- Those sharing sites and yards should ensure they co-operate and communicate with each other on the site.
- Ensure visiting drivers are familiar with the layout of the workplace, and with any site rules.
- Persons In Control to co-ordinate any health and safety measures and ensure everyone on-site understands their health and safety responsibilities and the site rules. Involve and consult your CWU Area and Workplace Safety Representatives – working jointly on improving safety.