

(Insert Organisation) Risk Management Plan for Driver Assessment & Management

Effective (insert date)

Document owner:

(Insert responsible position e.g. Operations Manager)

Application:

Internal Risk Management Practices

Stakeholders:

Executive, Management, Employees and Contractors

Address and contact:

(Insert organisation address and contact details)

Document identification:

RM-RMP-00X

Document version control:

Version 1, (insert date)

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2.5 DRIVER ASSESSMENT

This driver assessment may be used to assess driver candidates in accordance with the assessment criteria. Support requirements will be applied based on the assessed category.

Date:	
Candidate name:	
Candidate status:	New employee <input type="checkbox"/> Existing employee <input type="checkbox"/>
Assessment type:	Utility vehicle <input type="checkbox"/> Highway vehicle <input type="checkbox"/> Truck mounted attenuator <input type="checkbox"/>
Manager:	
Licence	
What licence class does the candidate currently hold.	C class or above <input type="checkbox"/> HR or above <input type="checkbox"/>
Driver experience	
How many years of experience does the candidate have driving on the road.	<5 years <input type="checkbox"/> 5-10 years <input type="checkbox"/> 10+ years <input type="checkbox"/>
How many years of experience does the candidate have driving work vehicles.	0-1 years <input type="checkbox"/> 1-5 years <input type="checkbox"/> 5+ years <input type="checkbox"/>
Traffic offence / incident history	
Has the candidate lost their licence in any of the following periods.	Nil <input type="checkbox"/> 0-1 years <input type="checkbox"/> 1-2 years <input type="checkbox"/> 2-5 years <input type="checkbox"/>
Has the candidate had any traffic offences resulting in licence suspension, charge or conviction in any of the following periods.	Nil <input type="checkbox"/> 0-1 years <input type="checkbox"/> 1-2 years <input type="checkbox"/> 2-5 years <input type="checkbox"/>
Has the candidate had any drugs or alcohol offences resulting in licence suspension, charge or conviction in any of the following periods.	Nil <input type="checkbox"/> 0-1 years <input type="checkbox"/> 1-2 years <input type="checkbox"/> 2-5 years <input type="checkbox"/>
Has the candidate had any dangerous driving offences resulting in licence suspension, charge or conviction in any of the following periods.	Nil <input type="checkbox"/> 0-1 years <input type="checkbox"/> 1-2 years <input type="checkbox"/> 2-5 years <input type="checkbox"/>
Has the candidate had any at-fault accidents resulting in licence suspension, charge or conviction in any of the following periods.	Nil <input type="checkbox"/> 0-1 years <input type="checkbox"/> 1-2 years <input type="checkbox"/> 2-5 years <input type="checkbox"/>
Driver questionnaire	
Did the candidate achieve a score of 33 or less in the behaviour questionnaire.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Did the candidate achieve a score of 13 or less in the attitude questionnaire.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Assessment Category 1 (must be all yes to achieve this category)	
Candidate has a current C class or above licence (HR or above for heavy vehicles).	Yes <input type="checkbox"/> No <input type="checkbox"/>
Candidate has greater than 10 years of experience on the road.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Candidate has greater than 5 years of experience driving work vehicles.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Candidate has 0 serious traffic offences or at-fault incidents in the past 2 years.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Candidate achieved 33 or less in the behaviour questionnaire.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Candidate achieved 13 or less in the attitude questionnaire.	Yes <input type="checkbox"/> No <input type="checkbox"/>