



# Starting a Fleet Safety Program Management Safety Policy

*Motor vehicle accidents have an adverse impact on business organizations. The cost in human suffering and economic loss is staggering. Developing a fleet safety program is the most effective way to control accident costs and avoid the consequences of accidents and injuries. The talents and resources are probably already in place within your company for a successful program. This program is designed to help you start, maintain or strengthen a fleet safety program with minimal additional investment or commitment of resources. Fleet safety programs should be implemented by every organization that depends on the use of motor vehicles to perform a business function.*

## *Management Safety Policy Statements*

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For your safety program to achieve maximum benefits, supervisors, managers, and employees must believe in the company's commitment to safety and preventing accidents. A commitment from the business owner or manager is required to achieve the greatest program benefits. A successful program also needs a strategy that considers the fit of a program within your management system. The best way for the business owner or management to express support and concern to all employees is through a Safety Policy Statement. Safety Policy Statements also help in the enforcement of safety rules and in raising the safety awareness of drivers.

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## Management Safety Policy Statements *continued*

The policy will make it easier for supervisors to comply with company policy and for drivers to follow safety instructions. Are drivers aware of your sincerity and determination in preventing accidents? The form of the policy statement is not nearly as important as the *sincerity* and *clarity* of the message. Although Safety Policy Statements may differ in content, several common factors can be found:

1. The importance of driving safety.
2. The company will take measures to prevent accidents.
3. The organization will comply with safety laws and regulations.
4. Safety will take priority in work operations and leave little doubt as to expected courses of action.
5. The policy should solicit help from employees and notify all concerned that management expects everyone's cooperation.
6. The safety policy statement should be signed by the company president or owner.

## Sample Safety Policy Statements

The most effective safety policy statements reflect your unique operations and environment. Here are two samples:

*To our employees:*

*Accidents result in needless suffering as well as damage to property and equipment. We have instituted a safety program, which, with your help, will succeed in preventing accidents. We will, as always, comply with all safety laws and regulations. In addition, safety will be a priority in our work efforts. Everyone stands to benefit. Everyone stands to gain. The cooperation of all members of our company is expected. The results will be worth the effort.*

*Signed by,  
President*

*To company drivers:*

*Vehicle accidents can cause serious injury and undue hardship on you and your families. It is the policy of (name of company) to achieve the greatest practical freedom from accidents and to ensure that every employee is provided safe and healthful working conditions. We have begun a fleet safety program to reduce and prevent accidents. We will, as always, comply with all applicable regulations and expect all drivers to drive safely and to obey traffic laws. Safety is a priority. Your cooperation and help is needed to make our program a success.*

*Signed by,  
President*

*The safety policy statement you develop should be distributed to all employees and posted in a central location.*

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## Summary

Fleet safety programs are important to any fleet operation regardless of size or function. Programs can be implemented using existing resources. The first step is to determine how a program can fit and become ingrained into your management system. The Hanover's program expands upon many critical elements of a fleet safety program. Management safety policies express the sincerity and determination of management to prevent accidents and injuries.

## Reduce Your Risk for a Loss

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The Hanover Insurance Company | 440 Lincoln Street, Worcester, MA 01653  
Citizens Insurance Company of America | 645 West Grand River Avenue, Howell, MI 48843

[www.Hanover.com](http://www.Hanover.com)