

## Road Safety Campaign – Seat Belts

May 2018

### Intended Audience:

All drivers and passengers of Royal Mail vehicles

### Managers' Brief

## Introduction

It's compulsory to wear a seat belt at all times when driving a Royal Mail Vehicle. The law and Royal Mail policy apply to drivers and passengers who must wear their seat belts.

## Overview

### Facts and Figures

Wearing a seatbelt has been a legal requirement in the UK for over 30 years. Seatbelts are reported to save over 2,000 lives per year. In the event of a serious collision, you are twice as likely to die if you are not wearing a seatbelt.

Seat belts keep people in their seats and so prevent or reduce injuries suffered in a crash. Even at low speeds they ensure that as little contact as possible is made between the occupant and vehicle interior and at higher speeds, they prevent you being thrown from the vehicle.

Worryingly, Royal Mail drivers and passengers are increasingly being found to not be wearing a seatbelt and are in breach of the law. During observations of drivers last year, 669 drivers or passengers were observed not wearing a seatbelt; an increase of 54% on the previous year.

### Seat belt laws and Royal Mail standard

- Drivers and front seat passengers must wear a seat belt - it only takes 5 seconds to belt up
- All drivers must wear their seat belts all the time to comply with Royal Mail's standard - if you are moving belt up
- The fixed penalty for failing to wear a seat belt as a driver or passenger is a £100 fine. If the case is taken to court, you could face a fine of up to £500. A number of our drivers have been fined for not wearing their seat belt

### Wearing a seat belt correctly

In order to wear a seat belt safely, the following points should be adhered to:

- The belt should be worn as tight as possible, with no slack
- The lap belt should go over the pelvic region, not the stomach
- The diagonal strap should rest over the shoulder, not the neck
- Nothing should obstruct the smooth movement of the belt by trapping it

### Damaged seat belts

Seat belts should be regularly checked for damage, this forms part of the driver's vehicle checks. Common forms of damage to the seat belt that will reduce its effectiveness in an accident:

- Fraying or fluffing around the edges of the seat belt
- A cut which causes the fabric to split
- A hole in the seat belt
- Damage to the buckle

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- Report any faults found during vehicle checks before using the vehicle

#### Managers responsibilities

- Carry out driving and yard SMATs to reinforce positive safe behaviours through coaching. Concentrate your SMATs and vehicle checks on your drivers and check they are wearing their seat belts

#### Frequently asked questions

**Question:** Will Royal Mail pay the fine if I am caught not wearing a seat belt?

**Answer:** No. You will be responsible for paying the fine

**Question:** Will Royal Mail take any action against drivers for not wearing a seat belt?

**Answer:** Wearing your seatbelt is both a legal and business requirement, so if you fail to comply it could result in action under the conduct code.

**Question:** Is seat belt wearing compulsory in all vehicles?

**Answer:** Yes. It is compulsory in all vehicles that have seat belts fitted, including vans and heavy goods vehicles.

**Question:** Who is legally responsible for the passenger not wearing a seatbelt?

**Answer:** The driver is responsible for their own seat belt and any passenger under 14 years old. Any passenger over the age of 14 is responsible for wearing their own seat belt.

**Question:** By law when is a requirement for a driver to wear their seat belt?

**Answer:** Van drivers and passengers must wear a seat belt. Goods vehicle drivers travelling 50 metres or less between deliveries or collections are not legally required to wear a seat belt. However, Royal Mail policy is that seat belts must be worn **at all times**.

**Question:** Do I have to wear my seatbelt whilst reversing?

**Answer:** Yes. Seatbelts must be worn when reversing.

## Actions

All drivers must wear their seatbelt at all times whenever driving or travelling for Royal Mail Group. There are no exceptions regardless of whether you are in the yard, reversing, on private and public roads / property, or travelling only short distances. **If you're moving, belt up!** *(Link to intranet site to be inserted)*

## Preparing your WTLL session

Use the local driver RTC statistics from your unit to give actual number of accidents. If you have a driver who is willing to talk about an RTC that they had and the benefits of using a seatbelt, get involved and use their story.

## Facilitation tips

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Please use *this film* to reinforce the consequences of failing to wear your seat belt. Display the road safety poster that will be sent out to all offices on 16 May 2018.

### Running the session

Display the poster on 21 May 2018. Deliver this WTLL session using the link to film if possible. Make staff aware of the RMTV session that will run alongside this campaign.