

USE OF VEHICLES

As a condition of employment, ConvaTech Pty Ltd will require personnel to use Company vehicles.

All personnel must follow safe driving practices at all times. ConvaTech will supply fit for purpose vehicles that are serviced appropriately and repaired as required to maintain their roadworthiness and certificate of registration.

Our Company's reputation and branding depends greatly on the highest standard of presentation being maintained at all times which includes Company vehicles and the manner in which they are used on public roads and customer sites.

Safe driving practices prohibit activities or behaviours which are illegal or contradictory to conditions set out in legislation, RTA Regulations and Company insurance policies.

ConvaTech may impose additional restrictions and conditions to applicable statutory and regulatory requirements on the use of vehicles to ensure its Duty of Care to provide a safe workplace is maintained at all times.

Use of Company vehicles is strictly limited to authorised ConvaTech employees. Only in extreme circumstance or emergency situations will unauthorised people be permitted to drive. All personnel who use a Company vehicle must ensure that all reasonable actions are taken to protect the motor vehicle from loss or damage.

Vehicle Inspections will be carried out daily or weekly as required. Employees are required to ensure cleanliness of the entire vehicle is maintained at all times and when servicing or repair is required the relevant manager and Fleet Controller is notified.

Further commitments are in place that detail the specific requirements in relation to Company vehicles and encompass the areas of purchase, allocation, servicing, repair and appropriate use.

ConvaTech encourages all personnel to abide by the requirements of this Policy and avoid any action that may cause damage or incur unnecessary cost.



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