

## Safe Driving

### Safe person

A potential driver must:

- Hold an appropriate and current driving licence
- Advise the department immediately of any changes in status to their drivers licence
- Advise the community recovery team leader of any limits in their capacity to drive an allotted vehicle during community recovery operations.

Community recovery team leader must:

- Identify the required driving activities during community recovery operations
- Ensure a potential driver has the skills necessary to drive the allotted vehicle and undertake the nature of travel required during community recovery operations
- Ensure the 'Daily Outreach Team Register' is provided for all outreach journeys
- Carry out a risk assessment and ensure a travel plan is developed for all outreach journeys
- Provide appropriate instruction to drivers on the travel plan and emergency response process for all outreach journeys
- Provide appropriate instruction to drivers who are required to transport people or goods.

### Safe vehicle

Community recovery unit must consult with local management to:

- Select the appropriate type of vehicle for the driving during community recovery operations
- Ensure that vehicles are maintained and serviced according to schedule
- Ensure vehicles are equipped with safety or other equipment appropriate to the driving activities required during community recovery operations
- Ensure availability of communication equipment relevant to the area to be travelled.

### Safe driving

Community recovery team leader must ensure travel planning incorporates:

- A Daily Outreach Team Register to be completed by the driver
- Measures to avoid driver fatigue
- Advice to driving within speed limits and pursuant to changing weather and road conditions
- Ensuring relevant local authorities are contacted prior to travel in potentially unsafe conditions (heavy rain, strong wind, flooded roads or bridges, excessive, debris)
- Steps to take to activate or participate in an emergency response.

Community recovery workers when undertaking community outreach activities should ensure that they:

- Take extra care when driving through flooded areas

- Be aware when in doubt as to depth of water, speed of flow, submerged material etc. please do not proceed. Check with authorities as to safety of passage before commencing journey
- Be aware that flood damage can occur to roads, bridges, fences etc. Be on the lookout for wandering domestic animals and wildlife.