



RISK MANAGEMENT **ALERT**



RISK MANAGEMENT ADVISORY

Utica National Insurance Loss Control Department Bulletin

TOPIC: ANSI/ASSE Z15.1 – 2006 “Safe Practices for Motor Vehicle Operations”

BACKGROUND: A new ANSI standard — “ANSI Z15 - 2006 Safe Practices for Motor Vehicle Operations” — has been developed that establishes best practices and provides guidelines for development of fleet safety programs for all classes of employers—whether addressing a single vehicle or a fleet, and whether the equipment is employer-owned, employee-owned or leased from a third party.

Z15.1 provides the safety, health and environmental professional with help to enhance existing programs or to help smaller employers create a program that can protect workers while complying with regulatory entities and insurers, and minimizing legal liability.

Key elements of the standard include:

- Management
- Operational environment
- Driver consideration
- Vehicle consideration
- Incident reporting and analysis

The new standard provides minimum requirements, which can be used by all fleets, and includes the following:

- Driver management issues
- Driver hiring procedures
- Training programs comprised of the following:
 - Initial training
 - Refresher training
 - Remedial training
- Annual or periodic procedures to assess driving behaviors
- Disciplinary procedures associated with driving behaviors
- Use of positive incentives and safety incentive programs
- Vehicle Issues:

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- Vehicle Specifications
- Maintenance
- Inspections
- Replacement
- Operational procedures and considerations:
 - State driving laws
 - Use of “business vehicles for personal activities” policy
 - Use of “personal vehicles for business activities” policy
 - Use of “in-vehicle technologies” policy
 - Rental car policy
 - Driving while fatigued or distracted
- Record-keeping, reporting and analysis:
 - Crash/incident investigation procedures
 - Crash/incident data-collection procedures
 - Determination of preventability and causal factors
 - Incident review boards
 - Corrective actions
 - Data analysis

The new ANSI/ASSE Z15.1 standard has had a great impact on the transportation industry and, as a result, the Transportation Practice Specialty and the Standards Development Committee, the Council on Practices and Standards (CoPS) has developed a special newsletter issue “Safe Practices for Motor Vehicle Operations” devoted to ANSI/ASSE Z15.1. This newsletter outlines the standard's specifications and successes. We hope you review the newsletter and incorporate the new standard into your own transportation safety practices, and we encourage you to share your experiences with the Z15.1 standard with us. To purchase a copy of the standard from ASSE, visit <https://www.asse.org/shoponline/books/standards/3387.htm> or call ASSE Customer Service at (847) 699-2929.

For the special Z15.1 newsletter (PDF) go to: <http://www.asse.org/SpecialZ15Issue.pdf>

For more information about the Z15.1 standard go to: <http://www.asse.org/frZ15.htm>