

## Scottish Wildlife Trust



Having taken advantage of the offer to review their occupational road risk, The Scottish Wildlife Trust undertook a review of their policy and working practices in conjunction with ScORSA staff.

This charitable organisation has over 100 staff spread over 16 locations across Scotland. Most of their employees are authorised to drive company vehicles, which include off road 4 x 4's, mini buses with some on occasion, also towing trailers.

During the visit, it was clear the organisation had policy in place and were eager to review their current processes. Staff responsible for the implementation of MORR were concerned over current working practices, ownership of policy and review processes.

It was advised MORR policy should have clear ownership to executive level and all line management should have ownership with their roles clearly identified. A visible reporting and recording process was also advised.

Ensuring current policy was available and accessible to all staff was highlighted. It was suggested, following review, their MORR policy was made available to all staff and linked to other H & S policy along with associated working practice documents. Having immediate access to key elements within vehicle log files was also recommended.

The organisation already had in place a Health and Safety Committee responsible for overseeing and reviewing all associated incidents. It was recommended this forum may also be ideal for monitoring and reviewing all MORR issues.

Consideration could also be given to adapting their annual driver review process to include more information on health and broader driving issues/needs.

The recommendations made in our report were taken on board and incorporated within their policy review process.