



CP Transport Solutions LTD have provided this policy to ensure your safety in the event of a breakdown. Keeping safe is our priority.

These are potentially the most dangerous roads on which a breakdown can occur due to the number of cars present and the speeds they attain.

Pulling over on the hard shoulder of a motorway is usually prohibited; except of course if your vehicle suffers a failure. If this is the case then you obviously have no other choice, and should follow the following five steps:

- Park as far to the left as possible to ensure maximum distance between your vehicle and the moving traffic. It is recommended that you point your wheels towards the grass verge in the event of your car rolling. You should then activate your hazard warning lights so that your vehicle becomes more visible to others.
- It isn't just your vehicle that needs to be seen. Make sure that you wear reflective jacket if possible. It is then vital that you get all vehicle occupants to exit through the left door so that they do not exit into the path of passing traffic.
- Contact the office on 01603 446335, informing us of your location. If you don't have a mobile phone with you then proceed with caution to the nearest roadside emergency telephone which will patch you through to the highways agency.
- Wait for assistance to reach you. **It is vital that you DO NOT attempt repairs yourself!**
- If your vehicle is made operational once again at the side of the road, then make sure that you find a safe gap in which to re-join and always keep an eye out for any other vehicles which may also be stationary on the hard shoulder.

If you are unable to get to the hard shoulder, please bear in mind that you are in a very dangerous position and proceed with caution. Immediately switch on your hazard warning lights but do not attempt to place any warning instruments such as a warning triangle or cones on the road.

Only leave your vehicle if you believe that an opportunity to safely get clear of the carriageway/ motorway presents itself, you should then phone emergency services and follow this up by contacting the office.

On quieter roads, you might not be in as much danger if you breakdown on quieter side roads; but breaking down anywhere is always potentially dangerous, particularly if you are obstructing other vehicles.

If this is the case, then follow these alternative five steps:

- Activate your hazard warning lights and put on a reflective jacket (if possible). Turn your sidelights on in dark, foggy or wet conditions so that other road users have a better chance of seeing your vehicle.
- Get passengers safely away from the vehicle when the road is clear if you feel that there is a possibility of your vehicle being hit by other road users.
- Put up a warning triangle about 50 yards behind your vehicle on the same side of the road so that other motorists have time to prepare.
- Phone the office and explain the situation and wait for assistance.
- If your vehicle is made operational again at the side of the road; make sure that you carefully retrieve your warning triangle and ensure a safe gap in the traffic before moving off.

Failing to adhere to these rules will lead to disciplinary action or termination of contract.

This policy will be kept under review to ensure that it continues to meet its aims.

This policy applies to all employees of CP Transport Solutions LTD.

Signed

Daniel Peach – Company Director

Date: 06.09.17