



Motor Vehicle Safety Policy

1.0 POLICY

SaskPower is committed to maintaining a workplace in which safety is part of everything we do and is as important as anything we do. One expression of our commitment to safety is this SaskPower Motor Vehicle Safety Policy.

It is a SaskPower policy that the unsafe operation of any motor vehicle or the operation of any unsafe SaskPower motor vehicle, while performing any job, assignment or task on behalf of SaskPower is prohibited.

2.0 PURPOSE

The purpose of this Policy is to facilitate the implementation of SaskPower's requirement that all SaskPower motor vehicles, being used while working on SaskPower's behalf, are to be maintained in a safe condition and operated in a safe manner.

3.0 APPLICATION / EXCEPTIONS

This Policy applies to all motor vehicles being used to conduct SaskPower's business. There are no exceptions to SaskPower's Motor Vehicle Safety Policy.

4.0 ROLES AND RESPONSIBILITIES

4.1 Registration Units shall:

- Perform a job hazard analysis for all tasks or assignments requiring the use of motor vehicles.
- Develop RU specific rules and procedures for the safe operation of motor vehicles, in accordance with the general principles set forth in this policy.
- Ensure vehicle operators working on SaskPower's behalf are informed of appropriate procedures to be followed in the event of an accident.
- Analyze and evaluate motor vehicle accident reports and statistics, and determine the causes of accidents and utilize this information to prevent additional accidents from similar causes.
- Ensure that every RU operated motor vehicle is maintained in a safe operating condition.
- Ensure that motor vehicle operators are qualified in all respects to operate the vehicles to which they are assigned.
- Enforce safe operating rules and traffic regulations on premises and in operations under their control.
- Maintain records for each of the above.
- Maintain a process of continuous improvement through management review.



4.2 Corporate Safety shall:

- Conform to the requirements of this policy as part of Corporate Groups.
- Develop and maintain health and safety policies and standards for SaskPower.
- Support each Registration Unit in meeting their responsibilities for this policy by:
 - Assisting in the job hazard analysis of tasks or assignments as may be requested by the Registration Unit.
 - Assist in the development of RU specific rules and procedures for the safe operation of motor vehicles as may be requested by the Registration Unit.
 - Assess Registration Unit compliance and performance for this policy via the internal and external audit processes.

5.0 DEFINITIONS

5.1 SaskPower Corporate Standard

Clear language standards developed by SaskPower that ensure consistent technical guidance.

5.2 Unsafe motor vehicle

A motor vehicle is unsafe when any defect exists which, in the judgment of the responsible vehicle operator, and/or supervisor, in consultation with a qualified and competent service technician, could contribute to an accident.

5.3 Safe operation

Safe operation means that the motor vehicle is operated in a prudent manner and at speeds compatible with road, traffic, weather and visibility conditions, and in compliance with the appropriate federal, provincial, or municipal laws.

5.4 Motor vehicle

Means a truck, highway tractor, automobile, bus, van, motorcycle, all-terrain vehicle, snowmobile or other similar self-propelled vehicle used primarily for transporting personnel and/or material on and off public roadways.

6.0 TRAINING REQUIREMENTS AND MATERIAL

Training requirements shall be identified and managed in accordance with the SaskPower Safety Training Management Process.

7.0 RESOURCES

Corporate Safety will assist each RU in all aspects of complying with this Policy, as requested.

8.0 REFERENCES

- Saskatchewan
 - *The Saskatchewan Occupational Health and Safety Act, 1993*
 - *The Saskatchewan Occupational Health and Safety Regulations, 1996*
- SaskPower (located on SafetyNet)
 - SaskPower Safety Rulebook
 - Standards that support the Motor vehicle Safety Policy
- Third Party
 - Relevant Third Party Standards are located on SafetyNet