



WZCC
VEHICLE & EQUIPMENT SAFETY
POLICY

Company Name:
Waheed Zia Construction Company
WZCC

Date: 2026

VEHICLE & EQUIPMENT SAFETY POLICY

Waheed Zia Construction Company (WZCC)

1. POLICY STATEMENT

Waheed Zia Construction Company (WZCC) is committed to ensuring the safe operation, maintenance, and management of all company vehicles, construction machinery, equipment, and transportation activities.

The company recognizes that vehicle and equipment safety is essential for:

- Protection of workers and communities
- Prevention of accidents and injuries
- Safe project implementation
- Protection of company property and equipment
- Reduction of operational risks

WZCC is committed to promoting safe driving practices, proper equipment operation, preventive maintenance, and compliance with applicable safety requirements throughout all company operations and project activities.

No vehicle or equipment shall be operated in unsafe conditions.

2. PURPOSE OF THE POLICY

The purpose of this Vehicle & Equipment Safety Policy is to:

- Promote safe operation of vehicles and machinery
- Prevent vehicle and equipment-related accidents
- Establish safe driving and equipment procedures
- Define responsibilities for operators and drivers
- Support proper maintenance and inspections
- Protect workers, communities, and company property
- Improve safety awareness among drivers and operators

This policy applies to:

- Company vehicles
- Construction machinery
- Heavy equipment
- Generators and pumps
- Drivers and operators
- Transportation and site movement activities

3. COMPANY SAFETY COMMITMENT

WZCC is committed to:

- Using trained and authorized drivers and operators
- Conducting regular vehicle and equipment inspections
- Maintaining vehicles and machinery in safe condition
- Promoting defensive driving practices
- Preventing unsafe operation of machinery
- Reducing traffic and transportation risks
- Maintaining safe fueling and maintenance procedures
- Investigating vehicle and equipment incidents

Safety shall be prioritized during all transportation and equipment operations.

4. AUTHORIZED DRIVERS AND OPERATORS

Only trained, qualified, and authorized personnel shall operate company vehicles or equipment.

Drivers and operators shall:

- Hold valid licenses where required
- Operate equipment only within their competency
- Follow company safety requirements
- Avoid unsafe or reckless operation
- Report equipment defects immediately

Unauthorized operation of vehicles or machinery is strictly prohibited.

5. SAFE DRIVING REQUIREMENTS

All drivers shall operate vehicles safely and responsibly.

Drivers are required to:

- Follow traffic rules and site speed limits
- Wear seat belts at all times
- Drive defensively and carefully
- Avoid use of mobile phones while driving
- Avoid reckless or dangerous driving
- Reduce speed during poor weather or road conditions
- Maintain safe distance from pedestrians and equipment

Driving under the influence of alcohol, drugs, or substances affecting judgment is strictly prohibited.

6. EQUIPMENT OPERATION SAFETY

Construction equipment and machinery shall be operated safely and only for approved purposes.

Equipment safety measures may include:

- Use of trained operators only
- Safe startup and shutdown procedures
- Maintaining safe working distances
- Barricading hazardous operating areas where required
- Avoiding overloading of equipment
- Monitoring blind spots and reversing areas
- Use of spotters during reversing where necessary

Operators shall stop equipment immediately if unsafe conditions are identified.

7. DAILY INSPECTIONS AND PREVENTIVE MAINTENANCE

Vehicles and equipment shall be inspected regularly to ensure safe operation.

Daily or periodic inspections may include:

- Brakes
- Tires

- Lights and warning systems
- Steering systems
- Mirrors
- Fuel and oil leakage
- Hydraulic systems
- Safety alarms
- Fire extinguishers where required

Preventive maintenance shall be conducted according to operational requirements and manufacturer recommendations where applicable.

Defective vehicles or equipment shall not be used until repaired.

8. TRAFFIC AND SITE MOVEMENT CONTROL

WZCC shall implement practical traffic and movement control measures at project sites.

Control measures may include:

- Designated vehicle movement routes
- Speed control measures
- Warning signs
- Safe parking arrangements
- Restricted access to hazardous areas
- Use of spotters during reversing activities
- Separation of pedestrian and equipment movement where feasible

Special attention shall be given to crowded worksites and community access areas.

9. FUELING AND REFUELING SAFETY

Fuel and refueling activities shall be conducted safely to minimize fire and environmental risks.

Safety measures may include:

- Designated fueling areas
- Safe fuel storage
- No smoking near fuel areas
- Spill prevention measures
- Proper storage of fuel containers
- Availability of spill response materials
- Immediate cleanup of fuel spills

Fuel leakage and unsafe fuel handling practices shall be corrected immediately.

10. LOADING, UNLOADING, AND TRANSPORTATION SAFETY

Materials and equipment shall be loaded, transported, and unloaded safely.

Safety measures shall include:

- Proper securing of materials
- Avoiding overloading of vehicles
- Safe lifting and handling procedures
- Use of appropriate lifting equipment where required
- Stable loading arrangements
- Safe unloading areas

Drivers and operators shall ensure that transported materials do not create hazards to workers or the public.

11. ENVIRONMENTAL AND SITE PROTECTION

Vehicle and equipment operations shall be managed to minimize environmental impacts.

Environmental protection measures may include:

- Prevention of fuel and oil leakage
- Dust control during transportation
- Safe disposal of used oil and waste materials
- Prevention of unnecessary engine idling
- Proper maintenance to reduce emissions

Equipment shall not be operated in ways that unnecessarily damage roads, soil, waterways, or public areas.

12. INCIDENT AND ACCIDENT REPORTING

All vehicle and equipment incidents, including:

- Accidents
- Near misses

- Equipment damage
- Fuel spills
- Unsafe conditions

shall be reported immediately to supervisors or management.

Incident reporting procedures may include:

- Immediate notification
- Securing the area
- Initial investigation
- Corrective actions
- Documentation of incidents

Serious incidents shall be reported to company management immediately.

13. RESPONSIBILITIES

13.1 Company Management

Company management shall:

- Support implementation of this policy
 - Allocate resources for safe operations
 - Promote vehicle and equipment safety
 - Monitor compliance with safety procedures
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13.2 Project Managers and Supervisors

Project Managers and Supervisors shall:

- Monitor driver and operator safety
 - Conduct site safety inspections
 - Ensure safe traffic management
 - Correct unsafe practices immediately
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13.3 Drivers and Operators

Drivers and operators shall:

- Operate vehicles and equipment safely
- Conduct inspections before use
- Report defects and incidents
- Follow company safety procedures
- Avoid reckless operation

14. TRAINING AND AWARENESS

WZCC shall conduct awareness and safety training for:

- Drivers
- Equipment operators
- Supervisors
- Transportation personnel

Training topics may include:

- Defensive driving
- Equipment operation safety
- Fuel handling safety
- Emergency response
- Traffic control
- Incident reporting

New drivers and operators shall receive orientation before starting work activities.

15. POLICY COMPLIANCE

All employees, drivers, operators, subcontractors, and representatives are required to comply with this Vehicle & Equipment Safety Policy.

Violation of safety requirements, including:

- reckless driving,
- unauthorized operation,
- unsafe equipment use,
- or failure to report defects,

may result in disciplinary action.

16. CONTINUOUS IMPROVEMENT

WZCC is committed to continuously improving vehicle and equipment safety performance through:

- Inspections and monitoring
- Safety awareness activities
- Incident investigations
- Corrective actions
- Lessons learned reviews

Vehicle and equipment safety procedures shall be reviewed and improved whenever necessary.

17. CONCLUSION

Waheed Zia Construction Company (WZCC) is fully committed to promoting safe vehicle operation, equipment management, and transportation activities throughout all company operations and project activities.

Through proper inspections, preventive maintenance, driver awareness, safe operating procedures, and continuous monitoring, WZCC aims to prevent accidents, injuries, equipment damage, and unsafe practices while maintaining safe and efficient project implementation.