

# **MGroup**Services

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## Plant & Fleet Solutions

### **Vehicle Idling Management Policy**

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# 1. Issue, Review and Amendment

This Policy document shall be made available by M Group Services Plant & Fleet Solutions (MGSPFS) within the Business Management System (BMS) on MGS Stay Connected.

The Management Appointee shall review this Policy document annually or immediately if its contents are deemed to be no longer valid.

Where revisions are required, they shall be made by replacement of the applicable page(s). An amended revision number and the date of revision shall identify each revised document; this shall be detailed within the document revision table below.

When changes affect a considerable number of pages, this document shall be reissued/revised in its entirety, incorporating all previous revisions. A number shall identify issues and each issue shall cancel and replace all previous issues and revisions. Revisions shall be replaced by a number and detailed in the table below.

All revisions shall be notified to all Company employees through internal communication and will be recorded on the document control register within the BMS.

Document Reviews		
Date	Revision	Reviewer
23 <sup>rd</sup> June 2020	Document Formulation and Issue (1)	Martin Rusher /Neil Walton
06 <sup>th</sup> June 2021	Document Review	Neil Walton
02 <sup>nd</sup> February 2022	Document Review and revision (2)	George McChord
30 <sup>th</sup> March 2022	Document Review	Neil Walton
13 <sup>th</sup> October 2022	Document Review Regional Structure	George McChord
15 <sup>th</sup> February 2023	Annual Review	Warren Rowe

## 2. Policy Statement

This Policy document highlights the risk associated with work-related vehicle use specifically designed to reduce our carbon impact through intelligent use and engine idling reduction.

M Group Services (MGS) has a duty of care towards its employees and their safety. The Company is committed to providing a safe place & safe systems of work to eliminate/minimise risk wherever possible.

Failure to comply with this policy may lead to disciplinary action, so you must adhere to the guidelines set out in this document.

## 3. Policy Scope

This policy is intended to cover the following groups:

- Employees who are provided with an HGV/LCV to drive on company business.
- Sub-contractors whose contract for services includes the provision of a company vehicle to drive on company business.
- Any other worker (including agency workers and other individual's temporary working)

## 4. Policy Framework

Any related information (car policy, driver handbooks, health and safety policies, safety briefings, etc) are complementary and should be read in association with this policy.

Information on Company policies, user guides etc. are available to all employees via the relevant M Group Intranet sites or through local Safety, Health, Environment and Quality (SHEQ) or Human Resources departments.

This document follows the FORS Standards and sets out the key elements of the Company's Policy and guidance on business-related vehicle use.

## 5. Scope

M Group Services (MGS) are working hard to reduce our impact on the environment during their activities & operations across the group.

- Keeping a vehicle engine idling unnecessarily can increase fuel consumption by 8%.
- Engine idling is environmentally damaging and can be an issue for customers and the public that pass by.
- The business spends a significant amount per year on fuel and any way that we can reduce this spend will be explored.

## 6. Policy

It's the Policy of M Group Services and its associated businesses to turn the engine off when a vehicle is stopped for 30 seconds or more, except in traffic (subject to the exemptions below).

## 7. Exemptions

The Policy of turning the engine off when stopped does not apply for the periods during which idling is necessary under the following circumstances:

- To provide for the safety of vehicle occupants, such as extreme cold conditions (e.g. to run the heater when it is below 20 degrees).
- To use lift equipment / on board power and compressor systems or other equipment necessary to accommodate the work activity being completed.
- When stopped in traffic.
- When specific traffic, safety, or emergency situations arise.

Except for **exemption 3 (When stopped in traffic)**, if in the above exemption cases equipment can be run from the battery alone, drivers should refrain from idling unless there is a significant concern of draining the battery.