## **Use of Mobile Phone while Driving Policy**

As part of our overall health & safety and environment policy, Euroblast Middle East LLC (EME) Management is committed to reduce the health & safety risks which our employees face and create when driving or riding for work. We ask all our employees to play their part, whether they use a company vehicle, their own or a hire vehicle.

Employees other than transportation drivers driving for the purpose of work shall not attend or make a call using mobile without hands-free devices.

### **Top Management must:**

Lead by example, both in the way they drive themselves and by not tolerating poor driving practice among colleagues. They must never make or receive a call on a mobile phone while driving.

# Project Manager and assistants must ensure:

- They also lead by personal example
- They do not expect employees to answer calls when they are driving, need to park the vehicle at designated parking locations to make or attend the calls
- Employees understands their responsibilities not to use a hand-held or hands-free mobile phone while driving
- Drivers plan journeys to include rest stops which also provide opportunities to check messages and return calls
- Work practices do not pressurize employees to use a mobile phone while driving
- Compliance with the mobile phone policy is included in toolbox talks & HSE meetings and employee(s) appraisals and periodic checks are conducted to ensure that the policy is being followed
- They follow monitoring, reporting and investigation procedures to help learn lessons which could help improve our future road safety performance
- They challenge unsafe attitudes and behaviors, encourage drivers to drive safely, and lead by personal example by never themselves using a phone when driving.

## Employees and drivers who drive for work must

- Never use a hand-held or hands-free phone while driving
- · Park the vehicle at designated parking locations either to make a call or attend call

Ref.: EME-MPD/Policy Rev. No.: 0 Date: 07.Jan.2021

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- Plan journeys to include rest stops when calls can be checked and returned
- Ensure their phone is in silent mode and can take messages while they are driving
- Cooperate with operations team to implement monitoring, reporting and investigation procedures.

Kabeer Khader

**Managing Director** 

Kabeen Khadar

**Executive Director** 

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