

What to do if you are involved in an accident.

An accident occurs when you have:

- ❖ Damaged the road or highway
- ❖ Damaged property belonging to a third party
- ❖ Caused an injury to anyone other than yourself
- ❖ Damaged another vehicle or another vehicle has damaged yours.

If you are involved in an accident, no matter how small it may appear to be, the following procedure must be adhered to:

- ❖ Stop and give your name and address plus the registration number of your vehicle, together with the name and address of its owner to any person having reasonable grounds to request such information.
- ❖ Report the accident to a police officer or police station as soon as is reasonably possible, and always within 24 hours of the accident.
- ❖ Report the accident to your Staffing Match office immediately.
- ❖ Report the accident to the client immediately.
- ❖ Warn other traffic by using your hazard warning lights and/or a red warning triangle.
- ❖ Never, in any way, admit liability.
- ❖ Always keep your head (and your temper).

Obtaining Details

You are only required to give your name and address if you are involved in an accident. Don't admit liability. However, if you're asked direct questions by the police about the cause of the accident, take a moment to gather your thoughts so you are able to give a clear picture of what has happened.

Where possible, obtain the following information from any other people involved:

- ❖ The names and addresses of the driver(s) or vehicle owner(s)
- ❖ Registration number(s) of any other vehicles involved in the accident
- ❖ The names and addresses of any witnesses
- ❖ The number of any police officer present
- ❖ Details of the insurance companies of any other vehicle involved
- ❖ Details of the accident itself such as;

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- ✿ A list of the damage caused
- ✿ Damage/defects already on vehicle before accident
- ✿ Registration number and vehicle make
- ✿ Condition of tyres
- ✿ Speed of vehicle
- ✿ Was vehicle signalling?
- ✿ Any injuries to driver or passengers
- ✿ The position of any other vehicles involved, the width of the road, the position of any road markings or traffic signs etc
- ✿ Try to draw a sketch to illustrate these points.

Write down the following information about yourself and the vehicle you were driving:

- ✿ Your name
- ✿ Date of birth
- ✿ Date passed test
- ✿ Vehicle registration
- ✿ Trailer number (if applicable)
- ✿ Damage to your vehicle
- ✿ Speed at which you were travelling
- ✿ Were you signalling?
- ✿ Did you sound your horn?
- ✿ Date, time, place of accident
- ✿ Weather conditions
- ✿ Street lighting
- ✿ Witnesses
- ✿ Make a sketch (to include road markings, signs, measurements and vehicle positions etc.).

Reporting the Accident

If you are involved in an accident that causes an injury or damage to property, you must report it to the correct authorities. The criteria for such accidents are any that involve:

- ✿ Anyone other than yourself
- ✿ An animal not carried in your vehicle
- ✿ A vehicle other than the one that you are driving
- ✿ Property on or adjacent to a road – e.g. trees, pillar boxes, lamp-posts etc.

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Accidents involving Dangerous Substances

If there is a traffic accident involving dangerous substances, the ADR-Certified driver will be the person most qualified to deal with the situation until the arrival of the emergency services. Two of the most likely possible scenarios are fire and the release of hazardous substances.

Fire

There are three ingredients for fire:

- 1) Oxygen
- 2) Fuel
- 3) Ignition produced by heat from sparks, cigarettes, overheated tyres & brakes, static electrical charge, faulty wiring and naked flames.

All fires are extinguished by removing one of the three elements listed above.

All ADR vehicles in the UK must be equipped with one extinguisher of at least 2kg dry powder for cab fires and one extinguisher of at least 6kg dry powder suitable for dealing with fires in the load.