

Company Car Newsletter

Accident Reporting



If you are, unfortunately, involved in any kind of accident or incident with your Company Car, it is vital that you report it to Lex Autolease as soon as possible. The quicker you speak with a member of the Accident Management team, the quicker they can provide you with assistance and critically control any associated costs to Compass.

If you are involved in an incident, please contact the Accident Support line as soon as it is safe to do so; at least within 24 hours, on: 0344 879 6127 opt 1

What information do you need to have to log a claim?

We don't need any specific information to log a claim, so if you notice damage to your vehicle that wasn't there previously, but don't know how it happened, you should still call.

Ideally, we require the following:

- Location, date and time of the incident occurring
- Weather conditions at the time of the incident
- If a third party is involved, their make/model of vehicle and vehicle registration; obtain insurance details, where possible
- How many people were in any affected vehicle?
- Where the damage on the vehicle is and how severe



ACCIDENT REPORTING

Driving When Tired



Did you know 1 in 5 accidents on major roads are caused by tiredness? Driving when tired can be fatal.

Tiredness is often an issue with people driving for work, often because of hours driven rather than the time of day.

Research carried out for the AA Charitable Trust's **#drowsydriver** campaign*, launched in November 2018, showed:

- One in eight (13%) UK drivers admit to falling asleep at the wheel
- Nearly two fifths (37%) say they have been so tired they have been scared they would fall asleep when driving
- Men (17%) are three times as likely as women (5%) to say they have fallen asleep at the wheel

What should I do if I start feeling tired when driving?

Winding down the window or turning the radio up aren't effective at combatting tiredness.



If you find yourself doing these things, it's a sign you are sleepy and need a break.

- At the first sign of tiredness, stop and take a break

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Stats taken from <https://www.theaa.com/driving-advice/safety/tired-drivers> updated 02/11/2018

- Stop in a safe place – don't stop on a motorway hard shoulder
- Drink two cups of coffee or an equivalent caffeinated drink
- Take a short nap of around 15-20 minutes

How should I plan for driving a long distance?

Even experienced HGV drivers are prevented from driving more than 9 hours in a day or working for over 13 hours in a day. Most car drivers are nowhere near as used to driving for this long.

- Don't drive for more than 8 hours in a day
- Take regular fifteen minute breaks in journeys over three hours
- Aim to stop every two hours or so, especially if you're not used to driving long distances
- Plan journeys so that you can take breaks, allowing for an overnight stay if necessary
- Don't start a long journey if you're tired

What can increase the risk of driving tired?

- Heavy meals can make you sleepy
- Driving at times when you would normally be asleep brings extra risk, particularly the early morning
- Strenuous exercise before driving can also have a bad effect - especially for older people



*The full details of this article can be found at:

<https://www.theaa.com/driving-advice/safety/tired-drivers>



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Winter Driving



With the winter months and darker nights fast approaching, it is important to ensure you are travelling as safely as possible.

If your journey isn't absolutely essential, don't take the risk. Ensure that you check local and national weather forecasts prior to travelling. Make sure you are equipped with warm clothes, food, boots and a torch; in snowy conditions, take a spade. Clear the snow from the vehicle (including the roof) and de-mist your windows and mirrors before you set out and carry a windscreen scraper and de-icer.

It is even more important to check that your vehicle is well maintained and serviced.

- **Keep the lights, windows, number plates and mirrors clean and free from ice and snow**
- **Make sure the battery is fully charged**
- **Add anti-freeze to the radiator and a winter additive to the windscreen washer bottles**
- **Check that tyres have plenty of tread depth and are maintained at the correct pressure**
- **If you drive with a roof full of snow, the police can enforce a careless or inconsiderate driving conviction and up to 9 points on your licence.**

It can take ten times longer to stop in icy conditions, so drive slowly, allowing extra room to slow down and stop. When accelerating, use the highest gear possible to prevent your wheels from spinning. Manoeuvre gently, avoiding harsh braking and acceleration. To brake without locking your wheels, use a low gear earlier than normal so your engine will smoothly reduce your speed and use your brake pedal gently. If you do start to skid, ease off the accelerator but do not brake suddenly.

ONLINE INFORMATION

Winter driving - www.highways.gov.uk

Weather reports - www.metoffice.gov.uk