



Interno Company for General Contracting & General Trading Ltd

**HSE
MANAGEMENT SYSTEM
MANUAL**

**ISO 14001:2015
OHSAS18001:2007**

DRIVING POLICY

Interno Company recognizes and respects the importance of driving and its goal of preventing the potential risk for accidents or incidents. This driving policy applies to all INTERNO COMPANY drivers and subcontractors.

Driver Qualification and Training

All drivers shall hold Defensive Driving Certificates and a valid state or territory driver's license for the class applicable to the type of vehicle being driven.

Seat Belts

Fastened seat belts is mandatory for INTERNO COMPANY drivers and passengers and Subcontractor drivers and passengers.

Speed Limits

All INTERNO COMPANY drivers and subcontractors must respect the speed limits on public roads and keep a safe distance between vehicles.

Journey Management System

The Journey Management System shall take into account any possible emergencies that may occur including injury to personnel, property damage and environmental damage.

Substance Abuse

Driving a vehicle while under the influence of alcohol or any drugs or narcotics is strictly prohibited and subject to disciplinary action including termination as stated in the INTERNO COMPANY Drugs and Alcohol Policy.

Cellular Phones

Using cellular phones while driving is strictly prohibited.

Failure to follow the rules regarding this Driving Policy will result in disciplinary action starting from a warning letter, defined fine (monetary penalty) and including termination.

Eileen Rassam, General Manager

**Erbil Kurdistan - Iraq
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