# Road Safety Data Collection Checklist



**BENEFITS**

If your workers drive as part of their jobs, it's important that you have road safety policies and practices in place to ensure their safety while on the road. And you should review those policies and procedures regularly to ensure that they're effective. To conduct such a review, it's useful to have certain information about incidents that have occurred involving company vehicles and/or workers. You can use this data to target weaknesses in your road safety program and identify needed improvements, such as training on driving in bad weather.

**HOW TO USE THE TOOL**

Adapt this checklist for your workplace and industry. Whenever an incident occurs involving a company vehicle and/or employee, use this checklist to gather key data about the incident.