

Hazards in the Workplace

Checklist: Driving Tasks

Does the worker/driver have the required license for the vehicle being driven, eg heavy vehicle, motor bike, forklift?	Yes	No	If no the work cannot be conducted
Does the worker have an appropriate fatigue management plan considering any other exhaustion that may be incurred from loading etc. and the need for a break at least every two hours?	Yes	No	If no, create a fatigue management plan
Is the load being carried appropriate for the vehicle and securely stowed and covered?	Yes	No	If no, discontinue until the load is correctly stowed?
Will the worker require assistance in loading /unloading the load?	Yes	No	If Yes, acquire assistance.
Is the driver affected by drugs or alcohol or fatigue	Yes	No	If yes, do not undertake activity until driver is free from these.
Does the driver have a travel plan to manage fatigue, speed and rest breaks?	Yes	No	If No, go to RMS for travel time calculators.

The advice provided in this checklist is of a general nature and it is recommended to undertake further inquiries to ensure that the work is safe. Airtasker and UnionsNSW take no responsibility for incidents or injuries that arise from the use of this advice. Go to [Unionsafe](#) or [SafeWork](#) for further information about safe work.