

Company Vehicle

In the event you are required to use a LSV Company Vehicle you must abide by the Company Vehicle Usage Policy, this includes adherence to road rules, vehicle maintenance and policy requirements. You will be issued with a Vehicle Usage Policy and Vehicle User Manual as required.

Accidents & Insurance

In the event that you are involved in an accident whilst driving a company Vehicle you should as soon as reasonable, contact your Course Coordinator / Manager whom will direct you with regard insurance and actions. You should always follow those procedures as set-up by the law, and make arrangements through Roadside Assistance or the most appropriate provider at the time, to ensure the vehicle is safe and secure. You should immediately seek medical treatment if required. All documentation should be recorded and submitted to your supervisor as soon as reasonably possible.

General Vehicle Guidelines

Parking and Traffic Fines

Life Saving Victoria will not be responsible for the payment of any traffic infringement fine incurred by an employee whilst conducting an activity for the organisation. These are solely the responsibility of the person who incurs them.

Accident Expenses

Life Saving Victoria will not be responsible for the payment or repayment of any accident expenses incurred by an employee whilst conducting an activity for the organisation. These are the responsibility of the person who incurs them. Life Saving Victoria recommends that drivers have adequate vehicle insurance and ambulance subscription.

Personal Accident and Professional Indemnity Insurance

The organisation covers all employees and assessors for these insurances when they are carrying out official rostered duties.

Theft of equipment and/or personal belongings

Equipment and personal belongings should never be left in vehicles for extended periods, whilst LSV maintains insurance for vehicles; such coverage may exclude personal belongings.

Exercise good judgment when parking and leaving vehicles, maintain safety first mindset, look for well lit and populated area and ensure valuables are kept out of sight of passerby or take items with you.

Any thefts of equipments and/or personal belongings should be reported to your Supervisor / Manager and report to the police as appropriate.

Insurance and Workcover

All employees whilst engaged in carry-out duties on behalf of LSV are covered by appropriate insurances and Workcover. In the event you are injured whilst performing your duties you should follow the Incident Reporting procedures and advise your Supervisor / Manager as soon as reasonably possible and seek First Aid treatments and follow-up medical attention as required. For further information on Workcover or insurance procedures please contact your supervisor.