

# Security Advice for Drivers

## INTRODUCTION

More than 3,000 HGVs are stolen in the UK every year and only about 12% are ever recovered. Half of all stolen trucks are stolen from their own premises.

Your truck is your livelihood. The tips in this fact sheet will help you stop truck thieves. Please take the time to read this leaflet and discuss any questions you may have with your employer. Keep it safe in your cab for future reference.

If you witness suspicious or criminal behavior, call the police immediately by dialing 999. Always let your employer know what is happening.

If you suspect terrorist involvement then also call the Anti Terrorist Branch on 0800 789 321.

## BE SECURE

When you leave your vehicle, always lock it and always take your keys with you. Never leave them in the cab.

**Always make sure your cab and, where appropriate, the load compartment are secure.**

- When loading or unloading, lock the cab.
- When driving, where appropriate, lock the load compartment.
- Check that all security devices are working.

**If you keep the lorry keys when you are not at work:**

- make sure they cannot be identified - don't leave anything on the key ring that tells who they belong to or what vehicle they fit;
- never leave them where strangers can see them; and
- always keep them somewhere safe.

**If you keep your keys at the operating centre:**

- make sure they are in a lockable place out of sight of strangers; and
- never use a 'hiding place', for example, inside the front bumper.

The theft of vehicle keys is on the increase, so be warned!

## PARK SAFELY

- Whenever possible decide where you are to park overnight before starting your journey.
- Try to park your vehicle within sight and where you can return to it quickly for short breaks.
- When returning, check all round for signs of interference, including any load security seals.
- When returning to the UK from Europe, be particularly alert for signs of illegal immigrants and be aware of any special instructions at ports and the Euro Tunnel.

## PLAN AHEAD

- Plan your route beforehand. That way you will not have to stop to ask directions. If you know exactly where you are going, no-one can mislead you with wrong directions.
- Be unpredictable in your daily work pattern.

## BE AWARE

- Avoid talking about loads or routes with other drivers or customers (including over radios or phones).
- Be cautious if you are forced to stop, for example, at the scene of an accident or an emergency, or at police stops.

**If you and your vehicle are authorised to hold a Dangerous Load Card, use it but keep it safe. Stop your vehicle when asked to do so by a police or VOSA officer in uniform.**

- Keep doors and windows closed and locked, carry out any conversation through a closed window, and do not open or get out of your vehicle.
- Display your Dangerous Goods load card.
- Contact your depot and ask them to verify the Police or VOSA officer is genuine.
- Only open and exit the vehicle once the identity of the Police or VOSA officer has been verified.

**During security alerts, follow the advice given to you by local police. At these times only, make sure:**

- someone competent stays with your lorry; and
- if you are alone, you leave a clearly displayed note explaining how you can be contacted.

## **EVERYDAY SECURITY**

- Avoid regular routes or stops for newspapers, cigarettes or meals - a recognisable pattern makes you an easier target for thieves.
- Never give lifts, it is illegal to carry unauthorised persons when transporting dangerous goods.
- Make sure you understand and use the vehicle's security equipment and check it's working properly.
- Never leave keys in or on your truck.
- If your truck or trailer has a roof marking and you are the victim of a crime, make sure you tell the police.

## **DOCUMENTS**

### **When you collect a load:**

- check the load matches the collection note;
- make sure it is clear where you are delivering to and who will receive the goods;
- get a contact number if you can; and
- record the load seal number, if appropriate.

### **When you deliver:**

- check the load seal is intact and the number is the same as on the delivery note;
- check that quantities and weights match the collection and delivery notes;
- make sure you are delivering to the right place (check collection and delivery against the notes);
- if the delivery instructions are changed, get written confirmation of the changes from senior staff at the delivery address or from your employer; and
- make sure that there is a clear signature and printed name on the POD (proof of delivery note).

## **PROTECT YOUR OWN BELONGINGS**

- Hide personal property from view.

## **COMPANY SECURITY**

Your company security instructions and procedures are designed to protect your vehicle and its load. Follow them at all times.

If you fail to follow them, your employer could take disciplinary proceedings against you, the driver.

Remember, if you lose your truck, you could lose your job.

If you see anything suspicious, report it to the police by dialing 999, and to your employer.

**Call Crimestoppers on 0800 555 111** if you have any information about truck crime or any other crime. Your call is free. You do not have to give your name. You may receive a reward.