

Professional Driver's Digest

The original and authentic SA TRUCK DRIVER'S HANDBOOK

How serious are you about the professionalism of your drivers?

The accelerating increase in horrendously fatal traffic collisions is cause for growing concern. However, there are even more compelling reasons to address the shortage of drivers and the decline in professionalism. Poor driver behaviour not only results in accidents but leads to higher insurance premiums and escalating operating costs. Skilled employees, especially drivers, are an employers most valuable assets.

Transport operator's legal responsibilities

Employers also have enormous legal responsibilities under the *National Road Traffic Act* and the *Occupational Health and Safety Act*. Employers who cannot demonstrate that they have taken reasonable, consistent steps to properly train their drivers can be severely punished for their negligence by the courts and the general public.

Ignorance of the law is no excuse and there are a multitude of laws affecting you and your drivers. They must have a good knowledge of the rules and regulations affecting their job. Failure to comply can lead to heavy fines and confiscation of a driver's licence and even to vehicles being taken off the road. Your drivers also need to understand how their skills and performance affect their performance and efficiency. There is no better way to maximise return on investment. Get the best from your drivers and slash operating costs by equipping them with the wealth of knowledge in the *Professional Driver's Digest*.

25th year of publication

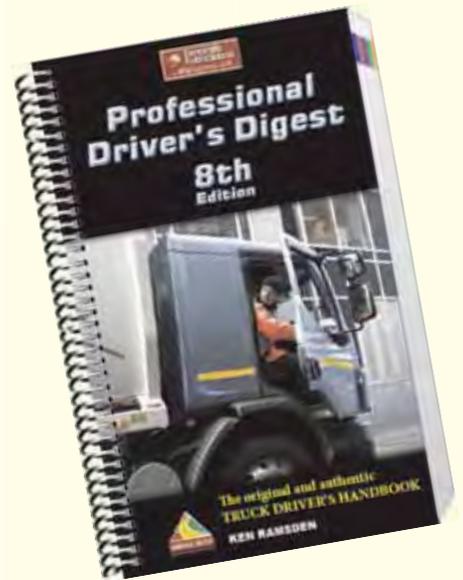
First published 25 years ago, the *Professional Driver's Digest* has an established reputation and has long been widely acclaimed as being South Africa's authentic and reliable truck driver's handbook. Author, Ken Ramsden is a well-known and established authority with close on 40 years experience in the industry and has held a Code 11 (EC) driving licence since 1966. Renowned for accuracy and credibility this extremely comprehensive and carefully crafted publication has progressively grown in stature with each edition. The 8th edition, is no exception and has not only been revised and updated but is even more user-friendly than ever.

Packed with need-to-know information, the new, easy to handle tough coilbound book opens completely flat and pages are colour coded for fast finding of information

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In order to maximise its effectiveness as your company tool, and further instil pride and loyalty the cover can be personally customised FOR FREE with your company branding, for every order of 50 or more copies. As much as 50% of the front cover space (120 mm x 105 mm) has been set aside for this purpose which may also be used as an effective marketing tool for those businesses that can exploit the book as a useful and excellent promotional item.

8th Edition
Now in 25th year of publication



Why you need to make sure each of your professional drivers get a copy of this book

No doubt about it, top notch drivers boost productivity and add to your bottom line in many ways. Putting a copy in the hands of your drivers will—

- Minimise costly vehicle downtime
- Avoid disruptive breakdowns
- Reduce potential for vehicle accidents and costly damage repairs
- Improve customer relations
- Instil pride in drivers, improve morale and motivate increased performance and productivity
- Improve customer service levels
- Improve your public corporate image due to their highly visible representation of your company
- Cut absenteeism through sickness, injuries or disabilities
- Improve safety and minimise exposure to risks
- Reduce tyre wear
- Increase fuel efficiency and reduce the effect of rising fuel costs
- Contain insurance premiums
- Avoid costly fines, legal fees and time consuming prosecutions
- Improve vehicle reliability and reduce maintenance costs
- Increase driver productivity.



ABOUT THE BOOK

This popular and authoritative guide contains everything the professional driver needs to know to do his job professionally and legally. Professional drivers are an increasingly scarce asset as the pool of experienced drivers in southern Africa decreases with the AIDS assault. This book helps solve this problem by providing a comprehensive and essential mass of information for the new driver and a practical single-source reference for experienced drivers. Written in an easy-to-read straightforward style and generously accompanied by explanatory diagrams, it delivers not only the technical content drivers need to know but also teaches the procedures that, with practice, makes skilled professional and profitable drivers. Drivers are placed in the unique position of being entrusted with expensive equipment and cargo and are often the company's main face-to-face contact with customers. Invest in the professionalism of your drivers and watch the bottom line grow.

SUMMARY OF CONTENTS

Chapter 1 — You, the driver

What the law expects, Police powers and your rights, Duties and responsibilities, Driving licences and PrDPs, Heavy motor vehicle test, Personal safety, Health, etc, etc.

Chapter 2 — Your vehicle

Vehicle markings (including number plates, licence/operator discs, data plates, chevrons, speed limit sign, reflective striping etc), Trailers and other detachables, Coupling and uncoupling, Brakes, Air brakes, Air lines, Anti-lock brakes, Retarders, Steering, Lubricant, Tachographs, Tyres, Wheel flaps, Windscreen and windows, Mirrors, Battery, Lighting requirements, Direction indicators, Horns, Noise, Smoke and exhaust, Fuel tank, Rear underrun bumper, Daily vehicle check, etc, etc.

Chapter 3 — Your load

Driver's responsibility, Loading regulations (including weight limits, dimensions and marking), Passengers on a goods vehicle, Packaging symbols, Loading cargo, Cargo securement, Cargo security, Transportation of — Heavy machinery, Building sand and aggregates, Cargo containers, Sacks,

Live animals, Foodstuff, Liquid bulk, Dangerous goods (including explanation of the hazard classes and warning diamonds, placarding and documentation requirements, mixed loads and load compatibility chart), etc, etc.

Chapter 4 — Your Driving

What is a public road?, Safety and professional courtesy, Speed limits (including traps and use of tachograph evidence), Braking, Following distance, Parking, loading and unloading (legal restrictions and correct procedures) Docking, Reversing, Cornering, Junctions, Vehicle clearance, Road traffic signs, Freeway driving (including lane discipline and yellow line rule, Driving in bad weather, etc), Overtaking, Driving economy, Correct use of gears, Mobile communication, etc, etc.

Chapter 5 — Emergencies

Breakdowns and getting out of difficulty, Emergency warning triangles, Breakdown hints, Towing, Vehicle fire, Cargo fire, Fire extinguishers Causes of shedding a load, Road accidents (what you MUST do and what you should do to get the facts, Precautions to take at the scene) First aid, Getting help, Runaway trucks and arrester beds, What causes a skid and what happens, How a jack-knife occurs, Blow-outs, Hijacking and theft, etc, etc.

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