



## **CEMEX Company Car and Van – Driver Responsibility – Accident Reporting**

### **Accident Reporting**

- a. An accident or any loss or damage related to a company car or van must be reported immediately through Driver Services. Employees must not carry out their own repairs or use a repairer outside of this process.
- b. In addition to the above requirements, and in accordance with their obligations under the Road Traffic Acts, employees are required to report to the police any accident which causes injury to a person; damage to another motor vehicle; injury to an animal; or damage to another person's property.
- c. Any additional costs incurred where claims are not reported correctly or where the employee has not exercised reasonable care with regard to the security of the car will be the employee's responsibility.
- d. In the event of a car or van being stolen, the employee will not be able to order a new car until the existing car has been confirmed stolen/not recovered (typically, this will be after six weeks). In the interim, a courtesy car will be made available through Driver Services. This vehicle is unlikely to be similar to the previously allocated car.

### **Breakdown Schemes**

A comprehensive breakdown and recovery service for company cars and vans is in place. Please refer to Driver Services.

### **Insurance**

- a. The policy provides protection to CEMEX and its subsidiary companies against claims brought by third parties. The cover is for Third Party Only motor risks i.e. legal liability for accidental death or bodily injury to third parties or damage to third party property. This includes liability to passengers. CEMEX vehicles and their contents are not insured for damage, fire, or theft.
- b. In the event of a total loss resulting from an accident or theft of a company car, the company will allocate or order a replacement once a decision has been made. In the case of an accident this will be arranged as soon as possible after the engineer's report is received. The employee will continue to be responsible for any excess of their allowance (trade up), if applicable, until such a time as the claim is settled.

### **In the event of an accident or any loss or damage ;**

**CEMEX Driver Services 0370 50 50 105**

- 1 – Accident
- 2 – Glass and Windscreen
- 3 – Breakdown
- 4 – Tyres