

**JARAMOGI OGINGA ODINGA UNIVERSITY
OF SCIENCE AND TECHNOLOGY**

ROAD SAFETY POLICY

JUNE, 2023

JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY

ROAD SAFETY POLICY, 2023

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Policy Title Road Safety Policy

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Policy Contact Deputy Vice-Chancellor
(Planning, Administration and Finance)

Approval Authority University Council

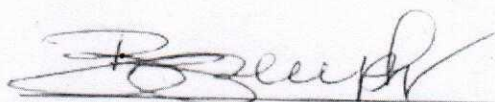
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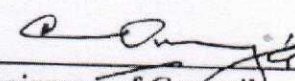
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Signed:


Ag. Vice-Chancellor and Secretary to Council
Prof. Joseph Bosire, PhD

Date: 27/6/23


Chairman of Council
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Date: 27/6/23

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ABBREVIATIONS AND ACRONYMS

DI	-	Driving License
DVC	-	Deputy Vice-Chancellor
ESC	-	Electronic Stability Control
GDP	-	Gross Domestic Product
HODs	-	Heads of Departments
JOOUST	-	Jaramogi Oginga Odinga University of Science & Technology
KNBS	-	Kenya National Bureau of Statistics
KMPH	-	Kilometre Per Hour
NMT	-	Non - Motorized Transport
NTSA	-	National Transport and Safety Authority
PAF	-	Planning, Administration and Finance
UN-	-	United Nations
RSC	-	Road Safety Committee
RTIS	-	Road Traffic Injuries

DEFINITION OF TERMS

Road safety:	Methods and measures for safeguarding and reducing the risk of a person using the road network.
Road Traffic injuries (RTI):	Injuries related to road traffic collisions, they could be fatal, serious or slight Road Traffic crash vehicle collision resulting in injury Road Traffic fatalities deaths related to road traffic crashes
Safety belt:	Driving strap or rope:
Work place:	Includes-any land, premises, location, vessel or thing, at, in, upon, or near which, a worker is, in the course of duty
Traffic crashes injuries and fatalities (deaths)	Road traffic collision that resulted in an injury or fatality.
Injury:	Non-fatal cases from a road traffic crash.
Fatality Death:	Road traffic crash in which one or more persons involved in the crash die immediately or within 30 days of the crash.
Staff:	• Persons gainfully contracted to deliver services for the University to achieve its mandate within respective cadres and contract types.
University:	Jaramogi Oginga Odinga University of Science and Technology
Council:	University Council

1.0 Introduction

The government of Kenya has taken an initiative to have a multisectoral approach to ensure that road safety issues are made an integral part of all government programs and projects. The overall goal is to substantially reduce the burden and severity of road accidents in Kenya which is currently estimated at annual loss of over 3,500 lives and over 10,00 injuries, and a corresponding equivalent of 5% loss in GDP which is currently estimated at 480billion.

The University is committed to the development of projects and execution of activities that will contribute to the prevention and management of road traffic injuries and fatalities in within the University, in the region and the country. This policy has been prepared in compliance with NTSA National Road Safety Policy and in reference to the following policies, Acts and guidelines as applicable:

- Constitution of Kenya .2010
- Kenya's Vision 2030 (Social Pillar)
- United Nations Decade of Action for Road Safety 2012-2030
- National Transport and Safety Authority No. 33 of 2012
- National Road Safety Action Plan 2021-2025
- Road Safety Policy Guidelines for Ministries, Departments and Agencies.
- Traffic Act CAP. 403
- The Vehicle and Driving License Act 1969
- Narcotic Drugs and Psychotropic Substances (Control)Act,1994
- The Chief's Act Cap 128
- The Public Health Act Cap 242
- Weights and Measures Act Cap 513
- Workplace Counseling Policy 2008
- The Mental Health Act Cap 248
- Vocational, rehabilitation and employment (disabled persons) Act, 1983

This policy covers the purpose, policy statement, scope, policy objectives; roles and responsibilities of key persons in policy implementation and the various guiding principles. It also provides a framework for implementation, monitoring, reporting, research and policy review. The policy provides a clear and defined guidelines for road safety mainstreaming within the University.

2.0 Purpose

The purpose of the policy is to provide a framework for road safety management with the aim of preventing road traffic injuries and fatalities among students, staff and university stakeholders.

3.0 Policy Statement

The University is committed to mainstreaming road safety among staff, students and other stakeholders through the establishment of relevant structures including road safety mainstreaming committee, capacity building on road safety and implementation of the annual road safety plan. The University will ensure that road safety issues become an integral part of the its business, policies and objectives for sustainable road safety performance.

4.0 Scope

This policy shall apply to all staff, students, suppliers, contractors, visitors within the University and other stakeholders.

5.0 Policy Objectives

The broad objective of this Policy is to provide a framework for mainstreaming road safety in the University with an aim of preventing and managing road traffic injuries and fatalities among its stakeholders.

The specific objectives are to:-

- (i) Reduce the number of actual or potential road traffic crashes and injuries involving University stakeholders.
- (ii) Enhance compliance with traffic laws and regulations and minimizing risk of penalties and convictions of traffic offences.
- (iii) Promote safe driving of University vehicles and among staff
- (iv) Provide a mechanism for informed road safety decisions through capacity building, monitoring, evaluation and reporting on road safety.
- (v) Reduce and control costs, wear and tear, insurance premiums, legal fees and claims from employees and third parties.
- (vi) Protect staff, reduce work related ill-health, stress, and improve work place moral and wellbeing.
- (vii) Promote sensitization and awareness campaign on road safety among employees.
- (viii) Build public confidence in University services
- (ix) Reduce environmental impact on pollution through effective maintenance of University fleet

6.0 Roles and Responsibilities

The role and responsibilities of Council, Vice-Chancellor, DVC (PAF), Road safety Committee (RSC) and Heads of Departments and members of staff are specified below:

6.1 University Council

The Council shall approve the policy, provide resources and consider reports on implementation of policy.

6.2 Vice-Chancellor

The Vice-Chancellor shall support and recommend the policy to Council for approval:

- (i) Ensure establishment of RSC in the University Structure
- (ii) Oversee effective implementation of the policy;
- (iii) Approve resources for policy implementation.

6.3 Deputy Vice-Chancellor (PAF)

The DVC (PAF) shall provide support for effective implementation of the Policy

6.4 Road Safety Committee

- (i) Coordinate the development and implementation of Road Safety Policy
- (ii) Identify performance targets for negotiations and cascade to various levels of the University for implementation
- (iii) Develop and implement annual road safety implementation work plan
- (iv) Facilitate capacity building for staff and students on road safety
- (v) Monitor, evaluate and report on road safety mainstreaming to management and relevant oversight authority

6.5 Heads of Departments

Heads of Departments shall bring the policy requirements to the attention of all employees for internalization and implementation.

6.6 Students, Staff and Other Stakeholders

- a. Students, Staff and other stakeholders shall familiarize themselves with the policy and adhere to the policy guidelines.
- b. Observe road safety guidelines in all their undertakings
- c. Report cases of road crashes, near misses and any other incidents that may lead to traffic crashes and injuries in the work place
- d. Provide timely information required in the evaluation of the implementation of road safety policies

7.0 Guiding Principles

The following key guidelines shall be upheld in accordance with the NTSA Act and relevant statutory and regulatory requirements

7.1 Road safety Management and Coordination

The University shall establish Road Safety Committee which will support the following responsibilities: -

- i. Collaborate with national agencies (NTSA, Check Units and Traffic Officers) that are responsible for law enforcement, road safety, and transport policies.
- ii. Adapt the universal design principles for high ways, paths and corridor that provide all users' needs within the institution for retrofitting of University space. Application of the principle will require that all paths corridors within the University be designed to be visible by all people to the extent possible.
- iii. To develop a monitoring and evaluation system that involves public participation to monitor the implementation and regular review of this policy.
- iv. Collect transportation road safety data to help in identification, prioritization, appraisal and post intervention evaluation.

7.2 Driver Recruitment and Selection (eligibility to drive)

To employ drivers based on safe driving record and road safety awareness level within the University, there shall be an interview panel as stipulated in Recruitment guidelines. However, the following shall be undertaken for effective recruitment outcome:

- i. A Traffic Police Officer to conduct practical interviews in conjunction with the Transport Manager and/or Chairperson of the Road Safety Mainstreaming Committee
- ii. Candidates MUST meet all the requirements for appointment as a University driver
- iii. Highly recommended that ALL applicants must have undergone Defensive Driving program
- iv. Keen scrutiny of applicants records with previous employers

7.3 Staff and Stakeholder Sensitization Programs

- (i) Road safety policies and procedures shall be integrated in formal staff induction programs *be*
- (ii) There shall *be* training programs for members of the Road Safety Committee road safety committee members that includes road safety and their responsibilities
- (iii) There shall *be* continued sensitization for all relevant stakeholders on road safety measures including Courtesy and integrity values, appropriate dressing code and work ethics and etiquette for staff.

7.4 Speed Management

In order to minimize speed related traffic collision, the following guidelines in relation to University Drivers, staff, fleet and persons operating within the premises shall apply:-

- (i) Adherence to all regulatory speed limits
- (ii) Speed limit shall be 20 kmph while driving within University premises
- (iii) Speed limiters shall be fitted in all the official vehicles.
- (iv) Speed shall be monitored internally in all official vehicles and within the University; violations shall be dealt in accordance with the Traffic Acts.

7.5 Vehicle Selection and Maintenance

To ensure University vehicles are in safe operating conditions, there shall be careful selection and maintenance of University fleet. During vehicle selection, the following measures shall be undertaken:-

- (i) Adherence to the minimum body standards as envisaged in the NTSA Act and body building standards before purchasing any University vehicle.
- (ii) Investigation of fleet safety features including relevant features in purchase specification documents and maintenance procedures and records with sign-off of all repairs and alteration.
- (iii) Fit speed limiters as recommended in the speed limit standard.
- (iv) Choice of vehicles with ESC (Electronic Stability Control) also brakes and side head-protecting airbags.
- (v) Ensuring that all vehicles are well maintained and the equipment promotes driver, operator and passenger safety by servicing the vehicle according to the manufacturer's recommendation
- (vi) Keeping maintenance schedule in the globe boxes of all vehicles which are completed each time the vehicles are serviced in any way.
- (vii) Establishment of a University garage for servicing of University vehicles.

7.9 Fatigue Management

Fatigue leads to deterioration of driving performance manifesting itself in slower reaction to road hazards. To minimize fatigue related road traffic crashes and incidences, the University will ensure that:-

- (i) All University drivers adhere to the maximum number of hours to drive on a long journey
- (ii) Drivers shall be monitored and long distance duties assigned to more than one driver to reduce fatigue including long driving hours
- (iii) Drivers shall not be assigned duties while on sleep inducing drugs or medicine
- (iv) Work schedules and rosters for all Drivers shall be developed in compliance with regulations.
- (v) Drivers shall be granted maximum time to rest particularly during long journeys before taking up other assignments on long journeys

8.0 Policy Implementation

The prime responsibility and effective implementation of this policy shall be vested in the office of the Deputy Vice Chancellor (PAF)

9.0 Policy Monitoring, Evaluation, Research and Reporting

To monitor and report road safety programs and activities, achievements, impacts and areas of improvements, The RSC shall:

- (i) Maintain records of road safety events and this shall include but not limited to:-
 - Accident reporting and follow up report
 - Road accident incidences
 - Training and road safety sensitization and evaluation reports
- (ii) Liaise with NTSA to undertake monitoring and evaluation of policy implementation using the format provided;
- (iii) Prepare quarterly and annual reports and submit to NTSA within the prescribed timelines.
- (iv) Undertake research on workplace related road safety as appropriate to inform road safety interventions and policy directions. The results of analysis will inform development of future performance targets

10.0 Effective Date

This policy takes effect upon the date of approval by the University Council.

11.0 Review

The Policy shall be reviewed after every three (3) years for suitability and/or as the need arises.