**Wheel & Tyre Safety Policy Template**

**[COMPANY NAME]** **Wheel & Tyre Safety Policy**

**1.0 Purpose** To establish a robust system for the management of wheels and tyres on all company vehicles and trailers. The aim is to prevent wheel loss incidents and tyre failures, ensuring the highest standards of safety and compliance with road traffic legislation and DVSA guidance.

**2.0 Scope** This policy applies to all commercial vehicles and trailers operated by [Company Name] and all personnel responsible for driving, inspecting, and maintaining them.

**3.0 Tyre Management**

**3.1 Daily Checks (Driver's Responsibility)**

* Drivers must visually inspect all tyres as part of their daily walkaround check. This includes looking for:
  + Deep cuts, lumps, or bulges.
  + Exposed cords.
  + Objects embedded in the tyre.
  + Tyres that are obviously deflated.
* Tyre pressures must be checked weekly using a calibrated pressure gauge and adjusted to the manufacturer's recommended settings, which are displayed [State where, e.g., on a chart in the office, on a sticker in the cab door].
* Any tyre defects must be reported immediately using the company defect reporting system.

**3.2 Tread Depth**

* The legal minimum tread depth is 1mm. However, company policy is to replace tyres when the tread depth reaches [e.g., 3mm] on any axle to maintain a high safety margin.
* Tread depths will be measured and recorded at every Preventative Maintenance Inspection (PMI).

**3.3 Tyre Age**

* Tyres over 10 years old will not be fitted to any axle.
* Tyres fitted to front steer axles must not be more than [e.g., 8] years old.

**4.0 Wheel Security Management**

**4.1 Wheel Removal and Refitting**

* Wheel removal and fitting must only be undertaken by trained and competent technicians.
* Before refitting, the mating surfaces of the hub and wheel must be clean and free from dirt or rust.
* Wheel nuts must be tightened in the correct sequence (e.g., a star pattern) using a calibrated torque wrench to the manufacturer’s specified torque setting. **Impact wrenches must not be used for final tightening.**

**4.2 Re-Torqueing Procedure**

* **This is a critical safety process.** Whenever a wheel is removed and refitted, it **must** be re-torqued.
* **Procedure:**
  1. After refitting, the vehicle is operated for a short period ([e.g., 30 minutes] or a distance of [e.g., 40 to 80 kilometres]).
  2. The vehicle must then be stopped in a safe location.
  3. The technician or a trained driver must check that all wheel nuts are still tight using a calibrated torque wrench set to the correct value.
  4. A record of the re-torque check must be made and signed on the job card or in a dedicated log [Specify your system].
* A "Re-Torque Due" indicator must be placed in the cab to alert the driver.

**4.3 Wheel Nut Indicators**

* Brightly coloured loose wheel nut indicators will be fitted to all wheel nuts on all vehicles and trailers.
* Drivers must check that these indicators are pointing in their original, uniform pattern during every walkaround check. If any indicator has moved out of alignment, it signifies a potential loose nut, and this must be reported immediately as a vehicle defect.

**5.0 Training**

* All drivers will be trained on this policy, specifically on how to conduct effective daily checks of wheels and tyres and identify loose wheel nut indicators.
* All workshop staff will receive documented training on correct wheel fitting and torqueing procedures.

**6.0 Policy Review** This policy will be reviewed annually or following any relevant incident or change in industry guidance.

**Signed:** ................................................................. **Name:** [Name of responsible person, e.g., Transport Manager/Director] **Position:** [Position] **Date:** [Date] **Next Review Date:** [Date]