

Grey Fleet – Using Your Personal Vehicle for Work*



What is a grey fleet?

Fleet vehicles are vehicles owned or leased by your employer that you use for work purposes. Your employer is responsible for insuring and maintaining these vehicles.

Grey fleet refers to a personal vehicle driven for work purposes. In most cases, you are responsible for maintenance and insurance for this vehicle. Your employer might reimburse you for mileage.

Why is it important?

Driving is one of the highest risk events that we do daily. How many times has a vehicle accident delayed you during your commute? In 2019, Transport Canada reported 140,801 injuries and 1,762 fatalities due to traffic collisions in Canada.



Associated risks/hazards

If you have a Grey Fleet vehicle accident, consider the following:

- What would the financial impact be if you had not insured your vehicle for work purposes?
- How much time and effort will it take to get your vehicle repaired or replaced?
- What impact will the loss of the vehicle have on your daily activities?

Preventive next steps

- Before driving any vehicle, make sure you are qualified, have adequate experience, and are appropriately licensed. Your driver's licence may allow you to drive a 3-tonne cube van – but you may lack experience driving a large truck.
- Ask yourself, is this trip necessary? If yes, is there a fleet vehicle available? If not, are you authorized by your employer to use your grey fleet vehicle?
- Have your grey fleet vehicle insured for work purposes.

- Inspect your grey fleet vehicle before making the trip.
- Perform a risk assessment and determine the risk level. What are the hazards of the trip? What controls will you implement?
- When driving, make sure you are not under the influence of drugs, alcohol, fatigue, or emotional stress.
- Abide by all driving laws and regulations. For example, wear your seat belt and don't use your mobile phone.
- Abide by your companies' policies and procedures for driving.
- Drive defensively and adjust your driving methods due to the road and traffic conditions. Consider the weather and traffic conditions when planning your trip.
- If driving long distances, plan for breaks and have a check-in with your employer.
- Carry a mobile phone and emergency equipment in your vehicle.
- In the event of an accident, report to your employer, WorkSafeBC, and your car insurance company.



For additional resources visit:

Guidebook Grey Fleet: Occupational Road Safety Program
CCOHS Drivers – Distance (General)
Road Safety at Work

ICBC Road Safety
Automobile Allowance Rates

