

 SAFETY MOMENT

Travel Safety

Road • Air • Sea

Prevent risks, respond effectively,
and arrive safely.

 Prevention •  Preparedness •  Response





SAFETY MOMENT

INTRODUCTION

Why travel safety matters

-  Travel by road, air, and sea can expose workers to changing weather, fatigue, delays, unfamiliar environments, and emergencies.
-  Safe travel begins before departure with proper planning, route review, document checks, and the right emergency supplies.
-  During the trip, situational awareness, communication, and compliance with transport rules help reduce preventable incidents.
-  Knowing how to respond quickly and correctly can protect people, equipment, schedules, and company operations.



Planning



Awareness



Response





SAFETY MOMENT

StepsUP
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HOW TO PREVENT INCIDENTS

Before and during the trip

-  Plan the trip in advance and review weather, routes, and schedules.
-  Inspect vehicles, travel documents, tickets, and emergency contacts before departure.
-  Pack essential safety items such as a first-aid kit, charger, ID, reflective vest, and required PPE.
-  Stay alert, follow transport rules, and avoid distractions while traveling.
-  Rest properly, manage fatigue, and report any concern before it becomes a risk.



Preparation



Awareness



Prevention





TRAVELLING: TRAVEL SAFE, ARRIVE WELL.

Smart planning. Safe actions. **Better outcomes.**



ROAD



AIR



SEA



WHAT TO DO



BUCKLE UP

Always wear your seatbelt and ensure others do the same.



STAY FOCUSED

Avoid distractions. Keep your attention on the road or surroundings.



TAKE BREAKS

Stop and rest if you feel tired. Fatigue is a major risk factor.



KEEP IN TOUCH

Inform someone of your itinerary and keep in touch regularly.



BE PREPARED

Know emergency exits, locations of safety equipment, and local emergency contacts.



DURING THE TRIP



BY ROAD

- Obey speed limits and traffic signs.
- Keep a safe distance from other vehicles.
- Do not use your phone while driving.
- Watch for weather changes and road conditions.
- If your vehicle breaks down, move to a safe location and call for assistance.



BY AIR

- Follow cabin crew instructions at all times.
- Keep your seatbelt fastened when seated.
- Know the location of emergency exits.
- Do not block aisles or exits with luggage.
- Report any suspicious activity or behavior.



BY SEA (BOAT / SHIP)

- Wear a life jacket when required.
- Follow crew instructions and safety drills.
- Do not lean over rails.
- Be aware of weather and sea conditions.
- Keep walkways clear and use handrails.



WHAT NOT TO DO



Do not drive under the influence of alcohol or drugs.



Do not ignore warning signs or safety instructions.



Do not overload vehicles, boats or carriers beyond capacity.



Do not stand or walk in unsafe areas while the vehicle is in motion.



Do not take unnecessary risks to save time.



IN CASE OF AN EMERGENCY



Stay calm and assess the situation.



Call emergency services immediately.



Provide clear information: location, nature of the incident, number of people involved.



Follow instructions from authorities.



Do not put yourself at risk while trying to help.



REMEMBER



Prepared trips are safer trips.



Small actions prevent big incidents.



Your safety and the safety of others depend on you.



Safe travels. Every time. Everywhere.



WHAT TO DO

Safe actions during travel



IMMEDIATE ACTIONS



Stay calm and assess the situation.



Follow crew, driver, or safety instructions.



Use seatbelts, handrails, or life jackets as required.



Move to a safe location if conditions become hazardous.



Communicate clearly and report concerns early.

BY ROAD

- Pull over safely if the vehicle has a problem.
- Turn on hazard lights and use warning devices.
- Keep a safe distance from traffic.
- Call for assistance when needed.



BY AIR

- Listen to cabin crew at all times.
- Keep your seatbelt fastened when seated.
- Know the nearest emergency exit.
- Store luggage properly and keep aisles clear.



BY SEA (BOAT / SHIP)

- Wear a life jacket when instructed.
- Hold handrails and walk carefully on deck.
- Follow muster and emergency procedures.
- Stay aware of weather and sea conditions.



REMEMBER



Protect yourself first.



Help others only when it is safe.



Stay alert.



Follow procedures.



Report incidents immediately.



Safe Travels. Every Time. Everywhere.



WHAT NOT TO DO

Unsafe actions during travel



AVOID THESE ACTIONS



Do not travel while tired or impaired.



Do not ignore weather alerts or route changes.



Do not use your phone while driving or moving in hazardous areas.



Do not skip safety checks or required PPE.



Do not keep quiet about unsafe conditions.



BY ROAD

- Do not speed or tailgate.
- Do not drive distracted.
- Do not stop in unsafe places unless necessary.



BY AIR

- Do not ignore crew instructions.
- Do not block aisles or emergency exits.
- Do not place heavy bags unsafely.



BY SEA (BOAT / SHIP)

- Do not lean over rails.
- Do not walk on wet decks carelessly.
- Do not ignore muster or life-jacket guidance.



REMEMBER



Unsafe shortcuts increase risk.



One poor decision can affect everyone.



Follow procedures every time.



Speak up early.



Safety comes before schedule.



Safe Travels. Every Time. *Everywhere.*





SAFETY MOMENT

IF SOMETHING GOES WRONG

Emergency response during travel.

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TAKE THESE STEPS



- 1 Stay calm and assess the situation.



- 2 Move to a safe area if possible.



- 3 Alert crew, driver, or emergency services immediately.



- 4 Provide clear information about the location and incident.



- 5 Follow official instructions and help only when safe.



BY ROAD

- Pull over safely and activate hazard lights.
- Use warning triangles or roadside devices if available.
- Keep clear of moving traffic.
- Call for assistance and wait in a safe place.



BY AIR

- Listen carefully to cabin crew instructions.
- Use the nearest safe exit only when directed.
- Leave baggage behind during evacuation.
- Assist others only if it does not put you at risk.



BY SEA (BOAT / SHIP)

- Put on a life jacket when instructed.
- Proceed to the muster station calmly.
- Use handrails and move carefully on deck.
- Follow crew directions at all times.



REMEMBER



Protect yourself first.



Report early.



Follow procedures.



Avoid panic.



Safety comes before schedule.



Safe Travels. Every Time. Everywhere.





TRAVELLING: HOW TO RESPOND AND STAY SAFE

Know what to do. Act with confidence.



ROAD



AIR



SEA

1

ASSESS THE SITUATION

Stay calm and evaluate.



- ✓ Check your surroundings.
- ✓ Identify the type and level of risk.
- ✓ Ensure your own safety first.
- ✓ Determine if others are affected.



2

TAKE ACTION

Respond quickly and effectively.



- ✓ Follow emergency procedures.
- ✓ Alert others nearby.
- ✓ Call for assistance if needed.
- ✓ Provide clear and accurate information.



3

PRIORITIZE SAFETY

Protect yourself and others.



- ✓ Move to a safe location if possible.
- ✓ Do not put yourself or others in further danger.
- ✓ Assist those who need help within your capability.
- ✓ Follow safety instructions from authorities.



4

COMMUNICATE

Keep everyone informed.



- ✓ Inform your supervisor or company contact.
- ✓ Update your status regularly.
- ✓ Share important details: location, condition, and needs.
- ✓ Listen to instructions and confirm understanding.



5

DOCUMENT AND REPORT

Report to improve and prevent.



- ✓ Document what happened.
- ✓ Take photos if safe to do so.
- ✓ Report the incident as soon as possible.
- ✓ Provide all requested information.



6

FOLLOW UP

Ensure full resolution.



- ✓ Follow up on your report.
- ✓ Cooperate with investigations.
- ✓ Implement lessons learned to prevent future incidents.
- ✓ Take care of your well-being and seek support if needed.



**BE PREPARED.
BE ALERT.
STAY SAFE.**

ALWAYS HAVE:



ID & DOCUMENTS



EMERGENCY CONTACTS



FIRST AID ESSENTIALS



CHARGER / POWER BANK



WATER & SNACKS



SAFETY EQUIPMENT



**Safe travels.
Every time. Everywhere.**



IF SOMETHING GOES WRONG

Stay calm. Take action. Get help.



ROAD



AIR



SEA

1 VEHICLE BREAKDOWN



Pull over safely to the side of the road, away from traffic.



Turn on hazard lights and set up warning triangles (if available).



Call for roadside assistance or emergency services if needed.



Stay in your vehicle if it is safe to do so.



Inform your supervisor as soon as possible.



2 ACCIDENT / COLLISION



Check for injuries and ensure everyone is safe.



Call emergency services (911 or local number) immediately.



Do not move vehicles unless necessary for safety.



Document the scene with photos if it is safe to do so.



Report the incident to your supervisor right away.



3 MEDICAL EMERGENCY



Assess the situation and check the person's condition.



Call emergency services immediately.



Provide first aid if you are trained and it is safe to do so.



Share your location and clear information with responders.



Stay with the person until help arrives.



4 SEVERE WEATHER



If safe, pull over and stop in a secure location.



Avoid trees, billboards, and flood-prone areas.



Monitor weather updates and follow official advice.



Do not continue driving in unsafe conditions.



Report delays or issues to your supervisor.



5 MARINE EMERGENCY



Follow the crew's instructions immediately.



Wear a life jacket at all times when required.



Report the incident to the captain or authorities.



Respond to alarms and drills as trained.



Stay calm and assist others while keeping yourself safe.



**IN AN EMERGENCY,
EVERY SECOND COUNTS.**
Your actions can save lives.

EMERGENCY CONTACTS



Local Emergency
911



Nearest Hospital
(Keep this info handy)



Roadside Assistance
(Keep your provider #)



Company Contact
(Your supervisor)



VHF Channel
(If applicable)



**Stay prepared.
Stay safe. Return well.**





FOLLOW THESE STEPS STAY SAFE

Preparation. Awareness. Action. **Every time.**



ROAD



AIR



SEA



BEFORE YOU TRAVEL



PLAN AHEAD

Check weather, routes, and any travel advisories. Allow extra time.



CHECK & PREPARE

Inspect your vehicle or equipment. Ensure documents, tickets, and IDs are in order.



PACK SMART

Bring essential safety items, chargers, medications, and required PPE.



STAY CONNECTED

Share your itinerary and stay in touch with your team.



REST & FOCUS

Get enough rest. Avoid distractions before and during your trip.



WHILE TRAVELING: STAY ALERT



ON THE ROAD

- Obey speed limits and traffic signs.
- Keep a safe distance and avoid distractions.
- Do not use your phone while driving.
- Watch for weather changes and hazards.
- If you feel drowsy, pull over and rest.



IN THE AIR

- Follow crew instructions at all times.
- Keep your seatbelt fastened when seated.
- Be aware of emergency exits.
- Do not block aisles or exits with luggage.
- Report any suspicious activity or behavior.



AT SEA

- Wear a life jacket when required.
- Follow crew instructions and safety drills.
- Do not lean over rails or stand in restricted areas.
- Be aware of weather and sea conditions.
- Keep walkways clear and use handrails.



WHAT NOT TO DO



Do not drive under the influence of alcohol or drugs.



Do not ignore warning signs or safety instructions.



Do not overload vehicles, boats or carriers beyond capacity.



Do not stand or walk in unsafe areas while in motion.



Do not take unnecessary risks to save time.



REMEMBER

- ✓ Prepared trips are safer trips.
- ✓ Small actions prevent big incidents.
- ✓ Your safety and the safety of others depend on you.



SAFETY IS EVERYONE'S RESPONSIBILITY.
Safe travels. Every time. Everywhere.



PREPARATION



AWARENESS



PREVENTION



TEAMWORK



CARE



STAY SAFE.
RETURN WELL.





REPORT IT TODAY, PREVENT IT TOMORROW.

— Your report helps protect you and others.



ROAD



AIR



SEA

1 DETECT



See something
that doesn't look right?

- Unsafe conditions
- Damaged equipment
- Near misses
- Unusual behavior



Stay observant.
Trust your judgment.

2 ASSESS



Evaluate the risk
and potential impact.

- What happened?
- When and where?
- Who was involved?
- Is anyone at risk?



Quick assessment
helps take the right action.

3 RESPOND



Take immediate action
to ensure safety.

- Eliminate or control the hazard
- Provide first aid if needed
- Call emergency services (911)
if required
- Move to a safe area



Act fast. Prioritize safety.
Help others if you can.

4 REPORT



Report the incident
as soon as possible.

- Provide clear and accurate
information
- Include photos if available
- Submit through the proper
reporting channel
- Keep information confidential



Your report drives
improvements.

5 FOLLOW UP



Follow up to ensure
resolution and learning.

- Cooperate with investigations
- Implement lessons learned
- Verify corrective actions
- Support continuous
improvement



Working together
makes us safer.



**IF IT'S NOT SAFE,
SPEAK UP.**
Your voice makes a difference.

EMERGENCY CONTACTS



911

Emergency
Services



Nearest Hospital
(Keep this info handy)



Roadside Assistance
(Provider #)



Company Contact
(Your Supervisor)



VHF Channel
(If applicable)

**SAFE TRAVELS.
EVERY TIME. EVERYWHERE.**
Together, we can prevent incidents.





CONCLUSION

TRAVELLING – Travel Safe. Arrive Well.



1 Plan ahead.



2 Stay alert.



3 Follow safety procedures.



4 Respond calmly and quickly.



5 Look out for yourself and others.



Safe travels. Every trip. Every time. Everywhere.



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