

## **Towing a Trailer – Driver Safety & Compliance Policy**

To ensure safe and legal trailer towing operations, Duncan's requires all drivers to follow the checks below before towing any trailer with a minibus.

Failure to comply may result in unsafe operation and breach of legal requirements.

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### **Key Driver Responsibilities**

#### **✔ Licence Eligibility**

- Drivers must not tow a trailer exceeding 750kg unless they hold the correct Category E (BE) entitlement on their driving licence.

#### **✔ Vehicle Suitability**

- Confirm that the vehicle is approved for towing. If unsure, consult your Duncan's Manager before proceeding.

#### **✔ Weight Compliance**

- Ensure the gross weight of the vehicle and trailer combination does not exceed the legal maximum.
- The kerbside weight of the towing vehicle should be clearly displayed on the front nearside.
- Check that the downward force from the loaded trailer on the tow ball is within the manufacturer's approved limits.
- Ensure the axle load limits for the towing vehicle are not exceeded.

#### **✔ Trailer Safety Checks**

- A breakaway chain must be fitted, capable of activating the trailer handbrake in the event of coupling failure. For guidance, consult the trailer manufacturer or authorised dealer.
- The trailer must have its unladen weight and tyre pressures clearly marked.
- The maximum gross trailer weight (trailer + full load) must be displayed prominently on the front of the trailer.


#### **✔ Brake & Lighting Systems**

- Test that the handbrake/overrun brake system operates correctly.

- Confirm all trailer lights and indicators are working properly.

 Load Safety & Distribution

- Loads must be securely lashed to the trailer frame or body.
- Ensure the load is evenly distributed, with weight primarily over the axles.

 Visibility & Dimensions

- Any rear overhang greater than 1 metre must be marked with high-visibility signage, warning tape, or an approved rear light during darkness or poor weather.
- The trailer must not be wider than the towing vehicle.
- Ensure the trailer does not obstruct access to the rear doors of the minibus.

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Stay safe, stay compliant — when in doubt, ask.

For clarification on any point in this policy, please speak with your Duncan's Manager before towing.